QUINQUENNIAL INSPECTION REPORT

Of

THE MINSTER CHURCH OF SAINT MICHAEL AND ALL ANGELS AND SAINT BENEDICT BISCOP, SUNDERLAND

Familiarly known as

SUNDERLAND MINSTER

DIOCESE OF DURHAM
ARCHDEACONRY OF SUNDERLAND
DEANERY OF WEARMOUTH

INSPECTION OF CHURCHES MEASURE 2018 (as amended 2019)
CARE OF CHURCHES & ECCLESIASTICAL JURISDICTION MEASURE 1999
DURHAM DIOCESAN SCHEME FOR THE INSPECTION OF CHURCHES 2021

QUINQUENNIAL INSPECTION AND REPORT July 2024
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BBA Beaumont Brown Architects LLP

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1.0 INTRODUCTION

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This document is in two parts:
The Report is the appraisal of condition and estimated cost priority list;
The Appendix contains the background information of the church plan, guidance notes and routine maintenance and Net Zero guidance.

Date of inspection and weather conditions: 4th and 19th June 2024. Cold and rain at first visit. Brighter and warmer on the second.
Date of report: July 2024
Report prepared by: David S Beaumont RIBA AABC

2.0 LOCATION AND SITE

Address: Sunderland Minster, High Street West, Sunderland, SR1 3ET
Location: In the centre of the city. At the south of High Street West.
National Grid Reference: NZ 39283 56953

3.0 CHURCH AND LISTING DESCRIPTION

Description:
The church has origins in the late 13thC (chancel). By 1806 consisted of W tower, arcaded nave, narrow N and S aisles, the chancel floor was 12 inches lower than now (containing vaults). The nave arcades had been removed and aisle walls raised. Spanned by flat pitched roof to aisles. A narthex was added and galleries on cast iron pillars on three sides of the nave.

Transepts were added 1849-50 by Dobson with deep galleries. Tower modifications also carried out. A southern outer aisle had been added (1806 or 1849?).
Undermining in 1910 caused serious structural defects to the much modified structure, apart from the chancel which had not been much disturbed. Though it has a vault below and the floor has been lowered.
The church was replanned and enlarged to the designs of WD Caroe 1933-35. Retaining the

transepts, Caroe heightened the nave, created double arcades, raised the chancel arch and extended the narthex and added porches. A Lady chapel (now Bede chapel) was added to the SE and organ chamber extended and raised (organ rebuilt by Harrisons of Durham).
A western screen joined to a new pulpit was added (screen now remodelled at the west end of the nave).
The foundations were constructed in a reinforced concrete grid. Clipsham limestone has been used externally, Weldon limestone internally. The roofs are English oak. The chancel floor is Ancaster ragstone (it is a limestone). The clock was improved and reset in the tower and bells rehung.
Caroe carried out the work in a neo perpendicular style represented by polygonal concave piers supporting three centre depressed arches. The arch braced roof to the nave with barrel vault to chancel with exposed boarding creates an impressive effect and is one of the region's finest churches.
Internal remodelling was carried out in 1981 to create office, meeting rooms and cafe. The work matches the Caroe standard and contributes to the overall effect. The bells were rehung in 2014. The south aisle roof was replaced in 2015. A new servery in the Choir Vestry is planned for 2017 and HLF funded repairs to the north aisle roof and tower stonework are planned for 2018.

Listing Description:
SUNDERLAND

NZ3956NW CHURCH LANE 920-1/19/41 (West side) 10/11/78 Church of St Michael
*GV II**
Bishopwearmouth parish church. Medieval chancel largely reconstructed; tower c1807; transepts 1849-50 by John Dobson; nave rebuilt with double aisles 1933-5 by WD Caroe; outer aisles partitioned and floors inserted in 1981 by Ian Curry to form community centre.
Coursed squared sandstone with ashlar dressings; ashlar aisles and porches; Welsh slate roof with stone gable copings. Aisled chancel with N vestry; transepts; double-aisled nave clasping W tower; north, south and full-width west porches.

EXTERIOR: Decorated style transepts and chancel, perpendicular aisles and porches. Geometric tracery in 5-light E and 4-light transept windows with roundels in gable peaks. Buttressed 4-bay aisles have 3-light windows, and low porches in E bay with boarded doors recessed in elliptical arches; paired perpendicular clerestory lights. W end has wide, buttressed porch with two doors in elliptical-headed arches, flanked by tall 2-light windows under ramped parapet of pent roof; lower N and S extensions have buttresses on canted corners; W ends of aisles above have central projecting canopied niches rising through stepped parapets to pinnacles.

2 stages of tower above porch have intersecting tracery below and perpendicular tracery in pointed-arched louvred belfry openings below stepped battlemented parapet.
INTERIOR: ashlar; plaster aisles with ashlar dressings. 3-bay nave has high elliptical arcades with polygonal piers; chancel roof wood barrel vault, nave roof arch-braced trusses. Late C13-style piscina and sedilia. Transepts have high quality wood galleries set in E bays of nave arcade. Similar wood screen transferred to W end.

High-quality C20 carved wood organ case and pulpit with sounding board. Medieval font bowl, C17 font with fluted bowl on turned pedestal rising from acanthus leaves, and elaborate C19 font.

MEMORIALS: include 2 medieval grave-covers, one with a stepped base to the incised cross and the other with a foliate cross head, both in W porch; an eroded medieval effigy in the S transept said to be that of Thomas Middleton of Silksworth. Many C18 and C19 memorials, including brass in chancel to William Cockin (d.1889) by Singer and Sons, Frome and London; also in chancel, memorial to John Scott (d.1853) by Lewis and son, Cheltenham. In S transept, high relief depicting a grieving woman, for Stephen Pemberton (d.1831) signed David Dunbar. Plaque in W porch commemorating the munificence of Sir John Priestman enabling the restorations of 1933-5; and a marble memorial to Thomas Wilson, `one of the proprietors of the Glass Manufactory at Ayres Quay', d.1776.

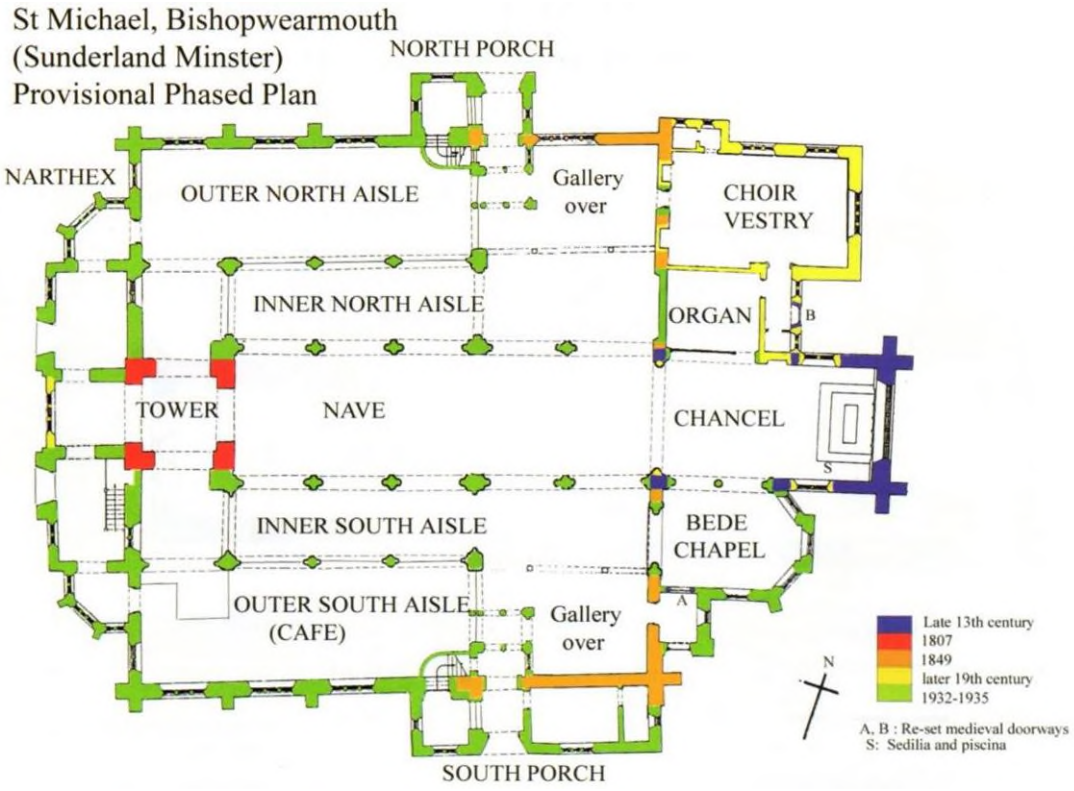
Glass includes E window 1950 by DM Grant. (Corfe T and Milburn G: Buildings and Beliefs: Sunderland: 1984-: 6 AND 27).
Listing NGR: NZ3928556953

CHURCH LISTING - Grade II

Extract From 'Historic Churches of County Durham', by Peter Ryder

Bishopwearmouth, St Michael (now Sunderland Minster)

Site: In the centre of modern Sunderland, on S side of High Street West.
History: Lapidary evidence of Pre-Conquest origins; earliest record of a rector 1214.
Form: Large and complex church. 5-bay nave with inner and outer aisles, W tower, narthex, transepts, chancel with Bede Chapel on S and Organ Chamber and vestries on N**.**
Development: Old illustrations show large medieval church with 4-bay nave, perhaps C12, aisles engaging lofty W tower, S porch and chancel with NW chapel and N vestry. Of all this only c1300 chancel survives, with restored features including windows, piscin and sedilia. Remainder rebuilt 1806/7 as 'preaching box' with new W tower; transepts added 1849 (John Dobson) then great remodelling by WD. Carne in 1932-5 removing all 1806/7 work except lower part of tower. Excellent arcades and nave roof; free 'neo-Perp' style. Internal re-ordering and screening off of outer aisles 1981.
Lapidary Material: C11 grave marker, 3 medieval cross slabs, effigy of Thomas Middleton (1400) (S Transept).
Fittings & Furnishings: Mostly of 1932-5, and of good quality. 1902 font. Altar in Bede Chapel incorporates panels from 1632 pulpit. Old Benefactions Boards in transepts.



4.0 PREVIOUS INSPECTIONS

Recent reports referred to:
April 2005 inspection carried out in March and October 2004 by Christopher Downs B.Arch. RIBA AABC.
Quinquennial Inspections and Report; June 2012 and October 2017 by the author.

5.0 SCOPE OF REPORT

1 This report is made from a visual inspection from ground level. The tower and boiler house were also inspected. Roofing and gutters were inspected both by the author and by David Ferguson Ltd. His report is in the appendix

2 Drainage was inspected from ground level only. No testing of the drainage installation has been undertaken.

3 The report is restricted to the general condition of the building and its defects.

6.0 REPORT SUMMARY

GENERAL SUMMARY
It is recognised that the pandemic and change of financial fortunes and reduced attendances has meant that The Minster has had hard times in between the last inspection and the present one. But a small and dedicated team have kept the operation going and its understood why lack of funds have meant that routine matters have had to be abandoned. But they are to be congratulated.
The church is neat and welcoming. It continues to host art exhibitions, music and provide much needed support to the community. The building is in good condition overall and benefitted from grants for repairs in the last 10 years. There isn't much building work to do: some slates need replacing, the masonry is good though there is a backlog of every day maintenance

matters and improvements. The major fabric issue is the rainwater goods and these are in need of refurbishment at the eastern end. And the need to have an annual roof inspection and clean up. Most of the polycarbonate is becoming more obscure and traps dirt so the glass can look gloomy. The ferramenta and doors need decoration.

The grounds are much improved and The Minster is now attractively presented.

The major issue facing The Minster is the heating and electric system. Both are patched and time worn. They are a huge cost to remedy and an approach to manage change has been recognised and is being developed. The church is working towards zero carbon and is in discussions with the Diocese to commence reviewing their options. The 2023 online toolkit was submitted and comments from the analysis are that the results aren't meaningful due to the lack of use of heating during some of the heating period due to cost.

STRUCTURAL CONDITION

The church is in very good structural condition. Most of it sits on modern foundations. Whilst there is cracking to arch elements that have been reported before, they are not problematic. They are the inevitable result of a multi cellular structure, much modified, with large openings built on raised and disturbed ground.

The cracking noted in previous QI's have been reviewed. There appears to be no changes to the cracks since the last inspection, the crack previously reported at the north transept stairs, towards the nave hasn't changed, as is also the case with the one in the north west corner. The tower has no obvious movement. At the ground floor of the tower there is some loss of pointing at the keystones but this was seen at the last QI and doesn't suggest that there is anything problematic with the tower. There is cracking to the arcade particularly at the south side at their apexes, but this is the same as the last inspection and so of no concern. Some of the timber roof elements have splits and shakes as consequence of their age which have been seen before, they again they are not requiring attention.

ROOF

The nave, chancel, transept and narthex roofs are in green Westmorland slates to variable widths and diminishing courses, the inner and outer aisles both north and south are in leadwork and flat roofs are felted. Lead roof to the tower has loose flashing. It's old lead sheet and has historic graffiti which should be kept when it is replaced. Caroe must have saved the lead of the old tower for reuse in his new work. Top conservation marks!
The slate roofs are in good condition, they have been maintained well but the occasional slipped or cracked slate requires attention. The north west transept nave crossing valley gutter was replaced as part of the 2018 GPOW works. The south west has been repaired as part of the 2015 repairs. The north transept, east face roof is only accessible by scaffolding and there are slates slipped there as there are also on the west, I think. The organ roof and box gutter to the choir vestry was last looked over in 2017, I think, when a shrub was removed. Lead theft to the organ would be catastrophic. It is a high-risk item, though I'm unaware of any recent attempts to steal it. But it does need a good look over.

Slate roof abutments to water tabling at gables are either lead or mortar pointing with probably soakers under the mortar. The lead pointing is sound in most cases. There is some loss of ridge pointing but this is cosmetic and if the bedding is sound and there's no reason to think it isn't it can be left alone presently.

There are felt roofs at the Bede Chapel and south east porch, WCs and north and south porches, due to lead theft in the past. There is possibly leakage in to the boiler room of the former south west porch (seen last time) that should be checked along with the other flat roofs.
The mineral felt can last for 25 years or so and it was probably installed in the 1990's. So whilst time is up, it still is serviceable and maybe there is another 5-10 years left in it. However, saying that, there is salting to the south transept walling in the stairwell. Might that be a leak from the south porch flat roof at the western end? And whilst at it, to check the boiler room roof which has water stained ceilimg -though it's historic, it's worth a check.

The north and south aisles were recovered in lead the 1970's, converting Caroe's original long strip lead that had one step midway, to 5 steps. Due to underside corrosion of undersized and poorly fixed lead, the south inner and outer aisle lead roof covering has now been replaced with thicker lead in 2015 and the opportunity was taken to add insulation and ventilate the roof. The north side was renewed to the same design as the south as part of GPOW repair scheme in 2018.

RAINWATER GOODS

The slated roofs have painted, half round cast iron gutters and downpipes. They have been refurbished on the high level south nave and west transept in 2015 and the north nave and west transept in 2018 but the remainder are rusting and in cases have lost their anti-climb paint. Some if the rusting downpipes can be refurbished but there are leaks to gutters, some elements broken and rusted out backs that need replacements- mostly at the east end of the building. The north aisle downpipe was blocked (and cleared) at the inspection. Its overflowing was left unchecked and has spoilt the stonework
Downpipes discharge to gulleys which appear in order, they have galvanized mesh over the tops of them in some places which are not completely secure.

The north aisle hopper heads were redecorated as part of the 2018 GPOW works.

A big issue at the north side tower is the tower pipe which discharges onto the nave roof. Its shoe over the nave roof is dislodged and not running correctly and may cause leaks inside.
The s side should also be checked as there is staining to roof boarding in the same position.
Above these positions the pipes are internal with bends and it would be wise to check that they are not blocked.
See David Ferguson letter at the appendix with his observations following his maintenance visit at the time of the QI. He points out that bird nests were stopping his work. It shows the importance of having a regular inspection agreement in place.

WALLS AND MASONRY

Research into the stonework repairs envisaged for the 2018 GPOW works identified that the tower is made of both original sandstone and the 1930's intervention work by Caroe in Clipsham limestone. There is a known reaction between sandstone and limestone but not much evidence of it. However the original poor quality sandstone in the tower was shaleing in places and this has been deshaled in 2018 as well as partially repointed ((east and West faces).
The more original parts of the transept and chancel are in sandstone and these are in good condition with the occasional stone failing within it, though no work is required presently.
The majority of the church is created from Caroe work in Clipsham limestone and this hard

stone is showing no signs of decay. In some instances particularly the south porch and aisle works it sits on a sandstone plinth and this plinth is eroding though not significantly yet.

The south aisle repair works in 2015 enabled some high level repointing on the south aisle to be carried out and this is in good condition and this was repeated in 2018 on the north side. There are many areas of open joints on the church and whilst they are superficial, they are progressing. They have yet to reach a tipping point but should be planned for in 10 years as a major overhaul of the pointing, because patching the pointing as and when will create a disjointed look.

There is a design defect at the west narthex, above and to the sides of the central window, where water runs down and erodes the joints, though it is difficult to see how that can change other than repointing it and it's the priority item for the next 5 years.
The west window has had its hood moulding replaced in 2018.

WINDOWS, DOORS AND EXTERNAL JOINERY
Most of the windows in the church are filled with clear glass in rectangular leading; a few at the west have stained-glass, as also has the east window at the chancel and chapel. The narthex features Morris and Co. pictorial glass. There is also a high level pictorial glass on the south clerestory at the west end.
The glazing is protected externally by polycarbonate sheeting carried by painted steel supports and these are showing signs of corrosion albeit a few are splitting the surrounding stonework. A previous QI notes that the external bars have been tipped with stainless steel lugs so it may just be redecoration is required rather than metalwork. The polycarbonate panels are dirty and should be cleaned along with the windows behind them.
Many of the windows have bottom hinged, top operating ventilators and their action needs to be checked. Some are rusted in a fixed open position. There doesn't appear to be a routine for opening and closing, probably because it is awkward to do. The Minster will want to decide what it wants to do under its housekeeping rules. The permanently open ones do create heat loss.

The deafening chamber window has been patched in 2018 and will probably want replacing in 10 years or so. There's loss of timber glazing bar and cracked glass at the south door that invites intruders to break in and needs prompt repair. The external doors are all need of decoration and fettling. The door glass portholes are buckling and should be corrected.

FLOORS, FINISHES AND INTERNAL FITTINGS
The floors are a combination of large section herringbone pine timber flooring under pews and large format terracotta tiles to circulation areas.
The entrance lobby, small section quarry tiles, have some open joints as do other minor areas.
The timber flooring in the vestry could be repaired and refinished.

The internal wall finishes are a combination of painted plaster and exposed stonework. Most of the painted plaster surfaces are in good condition albeit attention is required to the modest damp at the lower level walls at the narthex, particularly the ladies WC and on the opposite side of the wall at the font in the baptistery.

Throughout the church there are areas of staining to the stone surrounds to windows particularly the narthex, ladies and gents WC, Bede Chapel and café and these should be

cleaned as part of the stonework repairs in the future.

When the south roof work was done the opportunity was taken to attend to the decorative finish of the inside café cornice and window heads.

It is regrettable that water ingress has stained the exposed oak boarded ceilings and if funds were available in the longer term future their removal of stains should be considered. The repair method was proved in the café as part of the 2015 works.

The furnishings, most of which date from the 1930's work, remain in good condition. There is a split to the head of the S Transept column head but probably as a result of its construction and best left alone. Above that there is a split to one of the gallery balustrade infill panels but is more difficult to repair and should be left alone.

CURTILAGE

The burial ground is on the church on the south west and north. Part of it was given up for road improvements to the west and north side. It is closed and maintained by the Local Authority.

'St Michael's, Bishopwearmouth: The graveyard contains thousands of bodies. It was closed in 1849 and the tombstones were later used as flagstones'.

'Chequered 150-year history of Wearside resting places'. Sunderland Echo. Online 18 July 2006

The grounds are looked after by the Council and are much improved since the last inspection, the grass is regularly cut, shrubs trimmed and troublesome young trees removed. The north east area is kept cleared (a regular former anti social spot). The townscape improvements to The Green to the south have benefitted the setting of the Minster as well as repairs to boundary walls and all looks tidy and well kept.

The west high retaining wall wasn't part of the repair works. It has three major vertical cracks that have been noted in past reports.

The pathways are showing their age and becoming a trip hazard. They will be best lifted and relayed rather than piecemeal pointing. A ramp should be considered to the north and if that came to fruition then it would make sense to reset the paving at the same time

Only the railing to the north are in need of decoration now. The gates are reasonable but need restraint to be held in the open position.

The position of the south west entrance is now at odds with the primary entrance at the east and a chance was missed to reorientate entrances and paths when the Green works were carried out.

The two notice boards need attention.

7.0 CONDITION AND RECOMMENDATIONS

The following items are the observations made during the inspection. Below the item is a recommendation for work with a letter identifying its priority. In section 8 the same priority items are re ordered into their priority categories.

A- Work requiring urgent attention,
B- Within 1 year
C- Within 2 years
D- Within 5 Years
E- A possible improvement or item to note
M- Routine Maintenance or monitor/watching brief

7.1 SERVICES

The log book was being kept up to date and recorded the work done, including routine testing.

- **Water:** The water service is likely to be underground at the south west side of the church though this has to be checked. There will also be a service at the north west side of the church to serve the former wc in the choir vestry, now a servery, though the route of the supply to this in unknown.

  Recommendation: Establish service route.

- **Foul drainage:** There is an underground pipe system potentially leading to the highway, predominantly on the west and north side.

  Recommendation: None.

- **Surface water drainage:** Former reports suggest that it connects to the foul drains and it is likely to be a combined system.

  Recommendation: Establish drainage system.

A **Lightning conductor:** The conductor to the flagpole and parapet perimeter tape that comes down on the N and W side Last tested in Nov 23. Is the spike loose on the S transept?
Recommendation: Check insurers requirements for periodic testing (It might be bi annually).
Please note that the following figures do not allow for scaffolding or professional fees.

B **Electricity:**
Low voltage power distribution.
Last tested in 2022 and was faulty. Faults were corrected in 2023 and the system now passes. There has been a short M&E report by Sine Consulting commissioned by the Minster to examine the faulty heating system and proposed new lighting. They were not briefed to report on the electrical system but made comments in passing that indicates that:

1. distribution boards are obsolete.
2. Lack of RCD protection on socket circuits
3. The power distribution cabling (MICC) is out of date and not used by the industry for over 25 years. It may not

support new lighting as there is a risk of earthing and insulation resistance failure.

4. The system is compromised by multiple extensions to the distribution cable.

For information, in the 2004/5 QI report by previous inspector Christopher Downs he advises that *'The minster has been rewired in the period of 1996 to 2004 in new MICC cable'.*

MICC cable is noted for durability.

The Minster didn't have the recent testing reports in their records but we procured them from Sine Consultants who got them from the electrician when preparing their reports. Sine advised-

'*The wiring system was deemed unsatisfactory at time of report, and rectification work was subsequently undertaken to bring this up to satisfactory as can be seen by the attached. The report was 2022 and the rectifications 2023.*

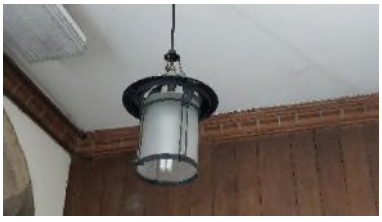
There were 16 faults of which 10 were recommended for repair and they can be summarised as - adding rcd protection and minor repair to a couple of fittings.

The testing was carried out by Intelex, Sunderland.

The difficulty in threading cable through historic fabric has resulted in some surface cabling which would be better hidden if possible.

Recommendation: Review reports and make decisions on possible changes to system. Costs are dependent on what the changes are. A full rewire is in the order of £250,000 and a possible part rewire to suit the nave and chancel lighting has yet to be costed but allow 15,000. (see below as this could be double counted as it's allowed for within the 80k suggested for the nave and chancel lighting rewire).

B **Lighting:** The church has a combination of original Caroe fittings in the minor areas. The nave, chancel (and transepts?) was relit by Lighting Design and Consultancy, Bishop Auckland in the late 1990's and the system is not coherent, is random in operation and trips. There is an ambition to have a new lighting design in the nave and chancel. Sine Consulting have reported on the system and recommend a new tablet-controlled LED lighting system.



The café was relit in LED spots during the 2015 repair works.

The building is illuminated externally by both ground-based floodlights which are looked after by the Local Authority and aisle roof mounted floodlights which were put on new bases during the aisle roof works. Has the LA tested the lights and when? Sine have indicated faults with the fittings and propose a budget of £1,500 to the ground-based lamps and £2,500 for bulkhead (wall mounted) lamp improvements. Are the bulkheads excluded from LA responsibility?

The church lighting will have been tested along with the electrical installation in 2022/23.

Sine advises that you can put new lamps on the existing circuits as they identify in item 'other areas' in section 1 of their report. But that the fundamental problems of the circuitry will remain (power outage caused by hidden failure of old distribution boards, cable failure etc). They also advise that the nave and chancel relighting HAS to have a rewire and that is included in the £80,000 budget figure.

Recommendation: Establish if LA have inspected the external lights and the results of the test. Decide on future lighting scheme.

B **Emergency Lighting:** Sine's report advises multiple faults with the system and estimates £10,000 to update

B **Sound system**: A loop has been installed also with a sound reinforcing system. Mics aren't working and needs an inspection

Recommendation: arrange inspection of system

B **PAT**: – Tested during 2023.

Recommendation: Carry out annual test.

B/ D **Heating:** The church has two heating installations. One serves an inner heating circuit and the other an outer heating circuit.

OUTER
The outer heating circuit to two gas boilers with a combined output is 180kW were replaced in 2016. and the heating pipework balanced. It serves the outer perimeter areas on the building in a single pipe loop to steel panel radiators and are over 45 years old. The boilers are contained within the basement boiler room at the east end.
The boilers have suffered heat exchange failures over the years. There are anomalies in the controls set up and staff use a manual work around to operate rather than automate the system.
Given its age Sine recommend in the future (no date given) to replace the system with a sealed pressurised system with twin pipework and new heat emitters.

INNER
Single gas fired boiler with 6 boiler modules on a common frame 300kW output serves fan convectors by two pipe system. All installed in 1986 and are beyond their reference service life. Boiler installed in 1980/81? and is sited within the south-east porch. Not all the modules work and may have been robbed for parts to keep it going. The boiler is now obsolete.

There are limits to the control of the system and not all convectors work. The system is at the end of its life.

The system used to feed radiators in the clerestory and it is not known if the fittings are still in place.

Both systems are overhauled every two years and inspection is due this year.

Recommendation: Outer,
Short term- service boilers, flush system, install dirt separator, add water treatment, replace controller with simple to operate programmer, £8,600
Long term replacement £ 110,000

Inner:
Short term- repair and service boiler modules, , drain and flush, install dirt separator, add water treatment, replace controller with simple programmer £12,250
Long term replacement £ 200,000

B **Extension heating (Office heating):** This contains the Worcester boiler which provides hot water to the kitchen and office. Not covered by Sine report. Condition unknown. Unknown if serviced.

Recommendation: arrange service or estsablish when last serviced and if there are any costs associated with repair. Allow say, £1,500.

- **Gas meter**: An old style meter is contained at the east end boiler on top of the boiler house.

Recommendation: None.

- **Bells:** The former peal of eight bells on timber frame has been removed and replaced with 10 bells in two stages on steel frames by Pembleton Bell Hangers and Engineers in 2014. There is a slight amount of rust showing through the galvanising but not a problem at the moment. The bells are reported to be sounding well, ropes have been replaced and are inspected regularly.

Recommendation: None.

- **Clock:** The dials and glazing were renewed as part of the 2012 tower repair works. It is maintained annually by Smiths of Derby and paid for by the Local Authority.

Recommendation: None.

- **Organ:** The organ was rebuilt by Harrison & Harrison of Durham and the original organ cases were redesign by Albarn (son of WD) Caroe to fit the redesigned building. Harrison & Harrison maintain the organ three times a year. Watkins & Watson service the blower annually. Last visit in March 2024.

Entry details form Pipe Organ Register:

Historic Organ Certificate awarded 2011 - Grade II

Builders

- **2003**

Harrison & Harrison
Durham & London
Cleaning and refurbishment, Ch-Oct coupler added;

- **1985**

Harrison & Harrison
Durham & London
Cleaning and refurbishment, with additions

- **1935**

Harrison & Harrison
Durham & London
Rebuilt "as new" organ, some old casework(?), all older pipework (except as indicated) and some other parts of previousinstrument;
Usual Harrison fittings;

- **1887**

Lewis & Co
New organ to replace that by Wm Gray of 1809; cost £1220; openedNov.1887;
CD gives Walker n.d.;

Case

- **Undated** Position **North chancel** Type **Architectural**

Organ in spacious high level chamber over vestry; generous cased opening to Chancel and North Transept with ornate carved casework [Alban Caroe designs - incorporating Gray front as side case(?)];

Recommendation: None.

B **Rainwater goods:** - Inspected in November annually by David Ferguson Ltd. See notes in appendix.

Recommendation: There are repairs to do.

7.2 GENERAL

- **Churchyard:** The churchyard is closed and the responsibility of maintenance lies with the Local Authority.
  Recommendation: None.

B **Trees:** Two trees have been removed by the east gate and another hard pruned at the south side by the Local Authority.
The north east side of the yard has a better regime for cutting back to reduce loitering. The chancel south face 'garden' is overgrown.

Recommendation: Cut back chancel garden on southside

- **Access for the Disabled:** The PCC has a resolution in place which addresses the requirements of the Discrimination Against Disabled Act. An access audit has been carried out and a written record is retained in the Parish records.

Recommendation: None.

E **Wheelchair access:** There is level access from the south side of the church to the south entrance and from there on there is level access up to the lower chancel platform. There is no disabled access from the north of the site, whilst there is a stepped and ramped approach this is not manageable in a wheelchair.

Recommendation: Consider reconfiguring north access.

B **Fire matters:** The PCC have carried out or arrange a Fire Risk Assessment in accordance with latest Regulatory Reform (Fire) Order 2006 in circa 2013.
Fire extinguishers noted in the previous inspection:
1 no. foam 2lt.
11 no. foam 6 lt.
6 no. Co2, 2kg.
1 no. fire blanket.
Last inspected in July 2023
Recommendation: Create a list of extinguisher types and their location. Annual test due.

C **H & S policy:** The policy for the church was updated in 2013. Fire risk and analysis carried out in 2013. Wardens to check that this is correct
Recommendation: Review, check dates and update the policies as required.

- **Insurance:** The church is insured by Ecclesiastical.
  Recommendation: None.

C **Asbestos:** A report for the south aisle was carried out in 2015 and none was found.

The PCC need to create an Asbestos Register outlining the presence (or not) of any asbestos within the building.

Recommendation: Carry out an asbestos register.

- **Bats:** Survey was carried out in 2014 By Veronica Howard and no bats were reported. It updated in 2016.
Recommendation: None.

7.3 WORK SINCE LAST INSPECTION

Insert list

Tower partial repoint
Townscape improvements to The Green- new walling, west end and east end gate piers, new railings, soft landscaping, loose memorial relocation
Boiler house roof covering repair, door replaced with metal gate
Carpet removed in café

7.4 FABRIC INSPECTION

7.4.1 TOWER

TOWER INSIDE

D **Tower Roof:**
The old leadwork is holding up and it is a gull residence. Dead one present at inspection. Leadwork has valuable historic graffiti and mustn't be lost when the day comes to replace the lead

Loose side flashing
Internal parapet walling all ok.
The hatch is heavy and could do with being put on hinges with a strut and catch inside.

Recommendation: repoint edge of flashing, and fix better hatch arrangement.

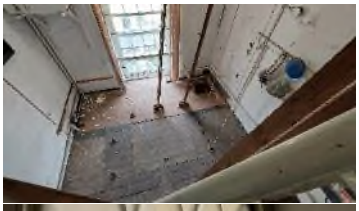
D **Bell Chamber:**

- Walls – OK. They are lime washed and in reasonable condition. Wall thickness here approximately 900 and core exposed at the dial positions.
- Ceiling –ok no water penetration. Hatch held by bungees.
- Floor – Has some dust on it.

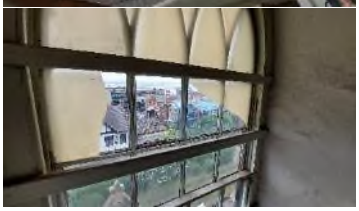
No problems with the bell frame installation, the beams are solid in the walls.
Clock installation appears satisfactory.

Recommendation: sweep floor.

D **Deafening Chamber:**
Fair condition.
The window putty is breaking down. Shattered polycarbonate
Some dust in the corners.



Recommendation: Repair window, remove polycarbonate sweep out floor.



Ringing Chamber:

-
- Floors – The floor is plain sheeting. Is carpet better for ringers?
- Windows – The west window has its glazing blacked out in the top arch paint there is a painted wooden board. It is part of the earlier church. All of the glass is now blacked out. Lancet coming unstuck.

Recommendation: none

E **Stair lobby to office:**

Slight cracking to the south wall within the joints approximately 1mm as last QI.
Some scuff marks to the wall.
Area of open stonework visible at landing no infilled by panel, which is loose.

Recommendation: fix panel.

- **Base of Tower:**

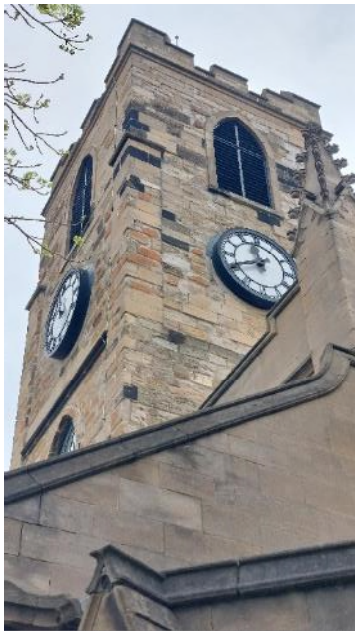
Stable and cracking is the same as the last QI: West 3mm, N 2mm at keystone. Slight amount of pointing fallen out of the southern arch but no action required.
Memorial panelling in good condition.

Recommendation: none

TOWER EXTERIOR

Tower

- The stonework has been deshaled all round, some stone replacements, louvres painted and repointed only on the east and south sides as these are the most complicated to scaffold (the other two sides were unaffordable).
The clock dials are in good condition.

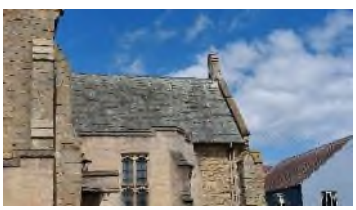


Recommendation: none

7.4.2 ROOF COVERINGS

NORTH ELEVATION

- **Chancel:**
South side- some ridge pointing missing
North Side
    - Ridge – some ridge pointing missing.
    - General slating- ok



Recommendation: none

C **Organ Chamber:**
Roof over organ chamber/ Sanctuary, unable to be inspected. It is a combination of ridged slated roof in Westmorland and flat

lead roof. It was visited during the 2017 inspection as part of routine roof maintenance and was reported as serviceable then. It should be looked over

Recommendation: look over roof

B **Choir Vestry:**

- South Slope – Ridge and slating appear ok. There is a box gutter abutting and whilst it can't be seen from the ground it has been inspected regularly and reported to be serviceable.
- North Side – Same comments as south. Some loose slates

Recommendation: repair slates

D **Small area over the Servery:**
Some ferns growing in the slating.

Recommendation: remove

North transept:
East slope – not possible to see extent of roof

- Ridge – Some ridge pointing missing perhaps. Slating generally ok. Looks to have a Welsh slate cemented int oplace

West slope -

- Ridge – pointing missing. General slating looks 0k.

- **North Inner and Outer Aisle:**
Leadwork replaced in 2018. *Images from then.*

Recommendation: none

- **North Porch:**
Mineral felt flat roof. Serviceable.

Recommendation: none

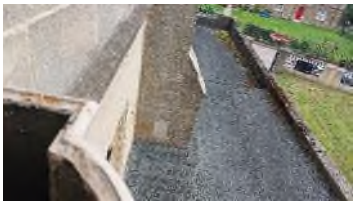
B **WEST SIDE**

Comprises a group of Narthex plus Ladies and Gents W.C's. The W.C's have flat roofs in mineral felt. The narthex roof is tiled and appears ok looking down from the tower but one tile missing. Valleys have leaf litter at their foots and there is staining to stonework below it. Are they leaking?
Recommendation: check valley gutter condition

- **South Inner and Outer Aisle:**
Repaired in 2015 and looking ok

Recommendation: none

B **South Porch Entrance:**
Mineral felt roof appears in good condition. Some vegetation build up at parapet needs sweeping up. The re may be a leak at the west end, adjacent to the south transept stair well where the walling is salting.



Recommendation: inspect roof for possible leak

B **South East Porch:**
Mineral felt roof, condition not recently checked.

Recommendation: inspect when next carrying out maintenance tasks

- **Nave:** Repairs carried out in 2015 as part of South aisle works. South Side Some ridge pointing loose and slating looks ok. One slip by gutter outlet

ecommendation: none

South Transept:
West side – ridge pointing loose, slipped slate

West side: ok

B **Bede Chapel:**
Flat roof, not recently checked.

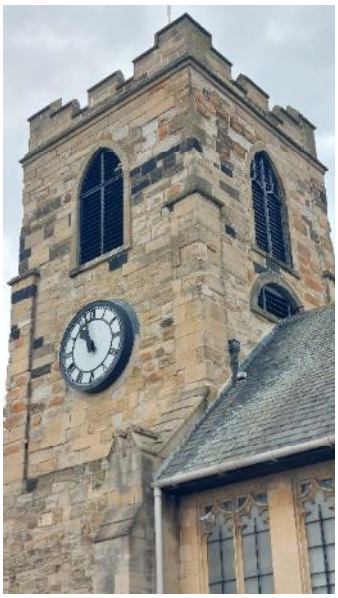
Recommendations: inspect when next carrying out maintenance tasks

7.4.3 RAINWATER GOODS

See David Ferguson letter in the appendix following his maintenance inspection

NORTH ELEVATION

Tower:



The n side downpipe has a dislodged shoe as it terminates on the nave roof. Which needs refixing. No signs of internal water penetration.
The s side should also be checked as there is staining to roof boarding in the same position.

Above these positions the pipes are internal with bends and it would be wise to check that they are not blocked

B **North Chancel:**

Rust to the gutter, brackets and some to the downpipe which discharges into a gulley which has lost its mesh and appears blocked.

Recommendation: renew rainwater goods, clear gully

B **Choir Vestry :**

South Side – A mixture of old and new half round gutters. The decoration is coming away as is the joint between them. Rusted out at the back. Anti-climb paint on the upper part of the downpipe appears ok. The bottom part of the downpipe's decoration is coming away and it's a little bit high for the gulley but it will do, the gulley has leaves in it.

North Side – Possibly some leakage to the gutter joints and the decoration's coming away, perhaps rusting also to the brackets. The downpipe is ok to a gulley with a loose grid.

Roof by Servery. – Slight dip in the gutter and the bracket looks to have dropped slightly and the decoration's beginning to fade on the gutter. Downpipe ok although there is some rusting at the collar. Gully surround breaking up

Recommendation: remove rust and decorate. Fix grids.

E **North Transept:**

East Side – Grass still growing in gutter this is difficult to access from ladders because scaffold is required. The decoration is poorer on the gutter and the downpipe for this reason.
West Side –gutter and downpipe was repaired as part of the 2018 GPOW works but it can't be fully seen form the ground

Recommendation: inspect transept west side

- **North Porch:**

Flat roof exits onto hopper, which is part of the north aisle rainwater goods, appears ok.

Recommendation: none

Nave: Gutters and downpipes renewed on s side in 2015 and 2018 on N side.

M **North Aisle:**

Three downpipes with ornamental hopper heads (hoppers repainted in 2018) and anti-climb paint is wearing away a bit at the upper levels. The remainder of the pipes coming down to the ground look sound, Middle pipe blocked at inspection (and cleared) .These all discharge to gulley's that should be checked to be clear of blockages

Recommendation: check gulleys are running

WEST SIDE

B **Ladies W.C.**

Flat roof discharges to basic square box hopper, has partial anti-climb onto the slightly rusting downpipe to a gulley is blocked.

Gent's W.C.

As the ladies W.C.

Recommendation: clear gully

- **Narthex:**
North Side – Long external box gutter which drops on to the Ladies wc flat roof, the lead work here had been attempted to be stolen and was dressed back in place c. 2019
South Side – Lead work is intact.

Recommendation: none

B **South Aisle:**
Three downpipes. Rusting and perhaps cracked connection or pipe.

Recommendation: refurbish pipe

B **South Porch:**
This discharges into the hopper, same arrangement as the north side.
East Side – Square box hopper with partial anti-climb. Heavy rusting to thee back of the pipe. Gully blocked

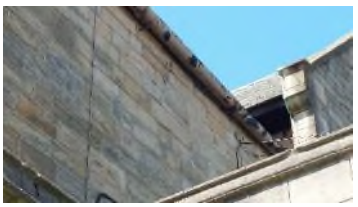
Recommendation: refurbish pipe, unblock gully

- **South East Porch:**
Discharges to square box gutter with anti-climb to upper part of downpipe and appears ok.

Recommendation: none

C **South Transept:**
West side- refurbished as part of the 2015 GPOW works
East side- poor condition gutter with rust and breaking down decoration.

Recommendation: renew gutter



C **Bede Chapel:**
Gutter rusted out at the back. Discharges to ornamental hopper

head, showing some signs of rust. Short downpipe to the south west porch roof, not fully abled to be inspected.

Recommendation: renew gutter, inspect downpipe when next inspecting roof

SOUTH ELEVATION

B **Chancel :**

Heavy rusting to gutter and the swan neck particularly. Downpipe down to area enclosed by shrubs so not able to inspect.

Recommendation: remove rust and decorate, inspect downpipe when next inspecting roof

7.4.4 WALLS

EAST ELEVATION

M **Chancel:**

East Side -
Water table appears ok, apex also. Walling generally seems sounds. Buttresses at corners look in good condition. Five light tracery window with metal grid, rusting more than the last QI, obscuring slightly but the transoms appear ok. The hood mould has been restored with cement but seems to be alright. Base of the wall is weathered but ok. Some plants growing.
North Side –
Over sailing course in ashlar ok. Walling is good, some erosion to the string course but no action required. Western window has a broken bottom panel filled with plywood.

Recommendation: remove plants at foot of the E wall, repair glass to N

-

East Entrance:

East Face –

Water table has some slight open joints but doesn't look to be leaking, suggestion of cracking slightly at the joints of the northern side, this wall hasn't been restored in cement which is good, some of the pointing at high level is beginning to erode but no action required. Water stainig at junction of flat roof.

Ground floor stage has sloping ashlar band of stonework with slight open joints occurring at the doorway.

This has a pair of double lights either side of a central doorway, the lights have been glazed in with polycarbonate and cement pointed in. The door surround has lost its moulding and is shaleing slightly. The cill is broken to the northern side and showing slight areas of damp but not really a problem, probably from the downpipe that has leaked in the past.

Recommendation: none

D

Choir Vestry:

South Side –

Fair condition, no action.

East Side –

Water table appears ok. The walling is sound, has a four light window with a horizontal transom, the transoms are ok. The ashlar arch to the north side slightly eroded but no action required. Glass is covered with dirty polycarbonate and slightly rusting ferramenta.

North Side –

A little more in the way of open jointing on this elevation requiring some attention in the next 5 – 10 years. 2 no. three light windows with ashlar dressings in good condition, slightly rusting ferramenta supporting polycarbonate, probably wise to start to decorate this ferramenta now.

Recommendation: put a plan into place to decorate the ferramenta and polycarbonate of all the windows

D **Choir Vestry Servery**

East Side –
Slight cracking at the kneeler stone with open joints at the head that should be attended to in the next 5 years.

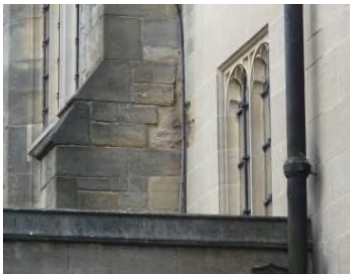
North Side –
Some minor areas of repointing required where the modern has dropping out. Hole around the outlet pipe needs repointing. Has two single lancet windows in good condition though the ferramenta here particularly on the western most one is rusting badly and needs to be repainted.

West Side –
This is partially part of the transept buttress. There are open joints to it and two stones that are heavily eroded that should be replaced.

Recommendation: repoint open joints, replace eroded stones

- **North transept:**
East Side –
Partially obscured by the clergy vestry roof. Wall condition fairly good, one stone cracked but no action required, the buttresses have some open joints but not really necessary to repoint just yet.

North Side –



Water table is ok, the walling generally is fine, and there are a few stones that have eroded but not problematic, probably best if they were infilled with lime mortar though it's expensive to get the scaffold up just for that. Some open joints on the plinth capping.

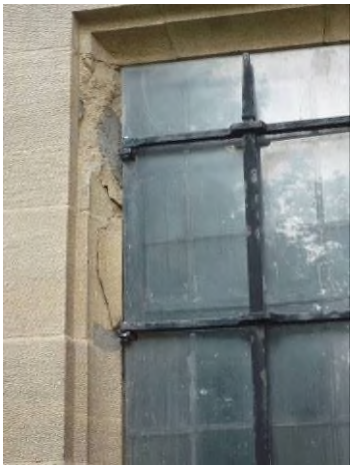
Four light window with quatrefoil windows with sexafoil central window. The upper mullions have been replaced (fine grain sandstone) in recent times and they are fine, the lower mullions are ok for the mean time. There has been a horizontal band of limestone inserted when Caroe modified the transept to insert the gallery floor. There doesn't seem to be any chemical reaction to the sandstone surrounding it. Slight open joints to the arch stones and hoodmold.

Large quatrefoil above it which appears ok. Both of these windows have polycarbonate over glazing. The larger window has ferramenta and this looks to need redecoration now.

West Side –
Not able to be fully seen from the ground. There are some open joints particularly at the downpipe fixing but they can await other works in time.

Recommendation: none

D **North Porch**:



East Side – Open joints to the upper parts, particularly at the buttress edges. Polycarbonate over glazing with rusting ferramenta. Slight open joints at the junction to the transept showing minor differential settlement.

North Side – Open joints at higher level to the parapet and the eastern buttress, slight chipping to two of the coping stones. Generally the wall is ok. Two light square head window with rusting ferramenta with dirty polycarbonate.
Pair of heavy double doors. Decoration fading now, rusting to the hinge pins and to the hinge braces.

West Side –
Open joints just at the parapet. Ferramenta has broken the reveal of the window and one part is coming away. Open joint to the cill and at stone collar to downpipe.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints

M **North Aisle:**

North Side –
Open joints to the parapet coping infilled in 2018 but there are open joints at lower level, particularly behind the overflowing down pipe and it needs cleaning. The elevation has 3 no. three light windows plus 1 no. two lights over the north porch. The north porch window looks ok though it does have a bit of rust to

it and just to the left of that window there is some erosion to stonework.
The three major windows are in fair condition though there is some open joints to the tracery but they are sound. They have ornamental ferramenta with polycarbonate and the polycarbonate has been cleaned but needs it again and the ferramenta is rusting slightly.

West Side –

Open joints to the raking parapet repaired in 2018 at high level. Walling is good, the pinnacle and statue appear in good condition, crack to the s lintel seen before and unchanged.there has been graffiti scratched on the surface of the stonework and probably needs to have CCTV around this corner.

Recommendation: clean polycarbonate

- **North Inner Aisle:**
West End – One broken moulded parapet top, some slight open joints at the buttress. Pinnacle looks ok.
Recommendation: none

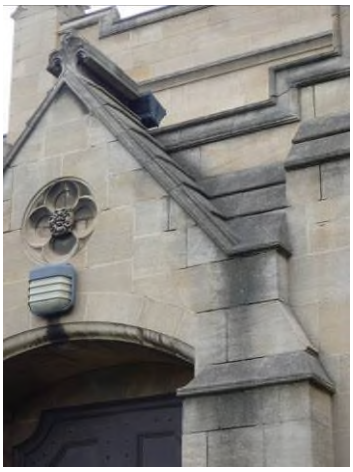
D **Ladies W.C.:**

Open joints to the parapet top and the buttress on the north west elevation. Three sets of windows with rusting ferramenta and polycarbonate that is dirty.

Recommendation: see general comment of ferramenta repairs

and polycarbonate cleaning, repoint open joints

C **Narthex:**



North Side –
Open joints at high level just above the external hopper.

West Side –
This comprises of three parts:
North Entrance: Open joints below the parapet and to the pediment of the doorway. Though water runs off the side of the pediment it washes down and has eroded the joints. Staining showing inside the door reveals.
The doors are generally sound though their hinges are rusting and the door decoration is fading now.

Central Part: Major pediment ok apart from some slight open joints in the walling attached to it. The hoodmold to the three light tracery window was replaced in 2018. The tracery within it also is beginning to wear away but will last another 5 years. Work to it is not for the faint hearted as it contains the Morris and Co pictorial glass which is of high significance.

Generally the walling is sound, and interestingly, this is the only part of the 1930's work where Caroe has retained the original sandstone (apart from the tower) at the bottom of the central window and this is shaleing slightly.

South Entrance:
Same as north.

Recommendation: repoint open joints to the central section- this is more urgent than routine repointing elsewhere, attend to door decoration and rusted ironmongery

D **Gents W.C:**
Same as ladies W.C.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints

-

South Inner Aisle:
West Face –
Parapet repointed in 2018

Recommendation: none

D

South Aisle:

West Face –
Repointed as a result of the 2015 work and in good condition, the cills to the kitchen window are slightly open jointed. The plinth below is in sandstone and is eroding.

South Side –

Parapet repointed in 2015. There are some open joints above the window heads and at the buttresses. The plinth is sandstone and eroding. The windows are the same as the north side, here the polycarbonate has been cleaned but the ferramenta is rusting slightly.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints

D

South Transept:
West Side –
Limited view though there appears to be some open joints near

the corner.

South Side –
Same arrangement as north. Perhaps open joints at the apex water table, walling looks a little more open jointed below the quatrefoil window, three or four areas where stones are eroded in the distant past, but have been pointed around.
The principal window was a perch for gulls/pigeons at the last inspection. None seen at this inspection.
Some slight shaleing to the hoodmold but if it broke it would only fall onto the flat roof, it doesn't look too high risk.
The mullions have been replaced in the recent past (like the north), looking ok, polycarbonate is looking ok and is likely that the ferramenta is rusting a bit though it is not obvious from here. Slight open joints at the newly introduced limestone panel from Caroe's works.

East Side –
Walling here is generally ok.

The buttresses to the transept have open joints though whether they require attention in the next five years is debatable.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints

D **South Porch:**

West Side –
Some open joints at high level. Polycarbonate with slightly rusting ferramenta. Sat on a sandstone plinth which is eroding slightly.

South Side –
High level open joints. Walling generally sound, though looks slightly odd against the sandstone plinth which is eroding slightly but no action required to it. It has a double and a three light window, rusting ferramenta, dirty polycarbonate glazing.
Pair of double doors as the south porch, rusting slightly at the hinges and losing its decoration. Slight break at one of the smaller window panes where the wood tracery is a bit loose.

East Side –
Just a couple of open joints window glazed with polycarbonate sheeting and the ferramenta is rusting slightly,

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints, attend to door decoration and rusted ironmongery

D **South East Porch:**

Stonework generally fair here, though there are some open joints at the plinth level. Decoration fading on the door and graffiti scratched into it. Rotting bottom cill due to condensate pipe from boiler.
Open joints at the buttress. Polycarbonate glazed over the top of the ferramenta trapping leaves.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints attend to door repair, decoration and rusted ironmongery

M **Bede Chapel:**
South Side –
Open jointing at upper level but not really needing attention. Open joints just at the cill. Dirty polycarbonate and rusting ferramenta, one of the bars looks to be loose.

South East –
Open joints at high level, shrubs concealing the base so not able to be inspected. Rusting ferramenta over the polycarbonate.

East –
This features a projecting bay with a stone roof to it, it is not possible to see the jointing here. Some slight open jointing at higher level by the hoodmold of the window. Polycarbonate with rusting ferramenta. Lower area not able to be seen because of bushes.

North East –
This abuts the chancel and has open joints just as it hits the window. Two light window below like the rest and the walling below that can't be examined because of the planting.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, Cut back bushes to enable inspection.

M **Chancel:** South Side –
Sandstone walling appears in good condition, the two light lancet window is partially obscured with planting but seems fair. The ferramenta is rusting. Bottom of the wall not able to be inspected due to planting.

Recommendation: see general comment of ferramenta repairs and polycarbonate cleaning, Cut back bushes to enable inspection.

7.4.5 EXTERNALS

The creation of The Green public space as part of the Bishopwearmouth Townscape Heritage Scheme works in 2022/3 have revitalised the southern space in front of the Minster. Associated works were also to repair boundary walls, replace modern railing with more historic ones, new gate piers and loose memorial relocation within the grounds.

- **East Boundary:**

Northern Side – Mixed sandstone and concretionary limestone (showing coralline concretions) masonry wall in fair condition, repointed the previously reported cracking. New gate piers that are chipped by SCC bin collection skips. Door permanently removed (and on top of the boiler room) to stop loitering.

The secondary half of the boundary comprises a low sandstone wall with metal railings. This had multiple open joints in the stonework which have been repointed and railing redecorated and to the south, replaced in Victorian pattern.

Pair of double metal gates ok though there is no plinth in the ground to hold them in a closed position but suspect they are not used in this way. This is the 'Front Door' to the Minster.

As the wall comes to the south side, the dwarf wall stonework is a poorer quality. It was cement pointed and now completely repointed in lime.

Recommendation: none

- **South east facet:**

This is a high wall on the facet on the angle of the road which may well have been installed at the time of the Caroe works, it had a large crack down the middle of it and has been repointed in lime.

Recommendation: none

E **South side:**

As the wall turns the corner it turns into a full height wall, the ash tree growing very close to it has been removed. The railings have been replaced in Victorian pattern.

The low wall to the south has been repointed.

The twin gates have been redecorated but have no ironmongery or restraint. The sandstone pier caps have been replaced. There is rusting metal still in the piers which should have been removed. This entrance no longer makes sense- it was for when the church was accessed at the west end and so to use it makes for a dog leg path within and an indirect approach from The Green.

The wall turns south and this as been repointed with new railings and close trees removed.

The garden within now has relocated gravestones and the old pier caps

The noticeboard needs updating.

Stairs down to western side: Walling here is in good condition. But the baluster supports are rusting. Some crazing on the cement render on the pier.

Recommendation: renew notice board

M **West side:**

'Hind Street burial ground was given over to road improvements the remains were moved to here'.

This features a substantial and high retaining wall, retaining the burial ground. Towards the southern end there is a large crack by the memorial 'Hind Street burial ground' sign, doesn't appear to be worse than last time but there are multiple open joints on the wall and some poor historic repairs to it.

There are 2 large raking cracks still at the signpost position roughly half way along the wall, They look the same as the last inspection, some slight stone erosion and there is a mixture of stone types in the wall.

Some of the bushes are growing over the edge, there is one sapling growing at the coping, a lot of ivy has grown over it in the past that, has been cleared off.

Towards the northern end the wall becomes quite dark probably historic pollution.

At the very end of the wall it looks to have been rebuilt when the church was. Some cracking.

Recommendation: reduce overhanging planting

C **North Side:**

The wall here comprises of low level wall with stone copings supporting an ornamental metal balustrade of good quality. Balustrade is rusting but it is not breaking the joints in the stone pillars. The wall itself has been repointed in cement in the past and would be better in lime if funds allow. The very edge of the

burial ground is being held back by hollow cell concrete blocks.

Recommendation: repoint in lime if funds allow, remove rust from railings and redecorate.

C **North East Side:**

Pair of ashlar stone piers supporting a pair of metal gates, which operate ok but are unable to be kept fixed in a closed position, some rust .

Recommendation: enable gates to be restrained when open, redecorate and oil hinges

E **Interior of Graveyard:**

Stepped and ramped approach to the north side has some slight unevenness to the paving and open joints. At the edges is a stepped retaining wall made up of slabs and these are coming apart.

The sign board frame is reinforced concrete and breaking up. The artwork needs updating.

The paving around the building is modern concrete slabs, grave slabs and natural paving, it has open joints to it and some slight unevenness to the surface but would require major work make it perfectly level. There are hopes for a ramp in the future and so it might be that these defects can await the arrival of the ramp works.

Against the building there are pockets of shrub planting which is now better maintained. The remainder of the land is set aside for grass and there are some small trees within it.

These trees need to be kept in check particularly at the north east part of the site as they shield intruders.

Recommendation: assess repairs needs to path against possible future ramp, update sign board

7.4.6 INTERIOR

D **Boiler Room:**

Renovated roof in 2016, roof repaired c.2019 no reporting damp coming through.

The steel beam continues to rust though it doesn't look as if action is needed yet. Generally the walls are fairly old and of their time. Boiler installation of Remeha Quinton Pro double boilers with Grundfos pump and boiler control system. Some lumber to clear out. Steps are slippery with leaves and rain runs down them. Door replaced by metal gate with temporary screening to hide boiler. Sump pump reported as working.
Gas meter cpd on roof.

Recommendation: remove unwanted items. Barriers on roof to remove and sweep up. Check roof covering is ok.

C **Blower Room:**

Not able to inspect inside but advised that the door still jams and has rusty hinges.

Recommendation: ease door and oil ironmongery

E **Meeting Room 1:**

Historic staining to the ceiling at lower reaches dues to water leakage from roof, which was repaired in 2018. Walls are ok, floor has modern carpet. There is one crack on the west wall below one of the windows, approximately 2mm and is the same as last two QI reports. Floor still squeaks slightly. Modern lighting was replaced with spots as part of the 2018 repairs. Fine pictorial glass.

Recommendation: screw down the floor when the carpet is to be changed

D **Meeting Room 2:**

Some historic staining on the roof boarding at the lower reaches but not as significant as the western end. Redecorated since last QI. Floor creaks as the meeting room 1. New carpet but opportunity to stop floor squeaks missed.

Recommendation: screw down the floor when the carpet is to be changed,

D **North transept Gallery:**

Crack to the stair wall at the landing approximately 2mm and no different to the last two QI reports.
Underside boarding looks good, walls are ok. Some dust at the stuck open ventilator facing west. The north large window appears ok but both the polycarbonate and the glass are dirty. The area is pewed out and that contains a lot of loose items at the upper levels and the space is used for storage.

The door at the foot of the stairs is still binding on the floor.

Recommendation: clean glass, ease door, close the ventilator? remove unwanted lumber.

D **North Entrance Porch:**

Some water staining to the archway leading up to the upper floor office as last QI, windows all look rather dusty and dirty. N window ventilator rusted in open position.

Archway into the church ok. Small lobby formed of double doors, kept open by a kneeler perhaps a better hold back arrangement required. Glass is bulging in the opening as reported in the last QI report.

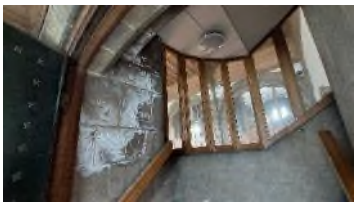
Recommendation: clean windows, provide door hold back, remove lumber.

D **South Transept Gallery:**

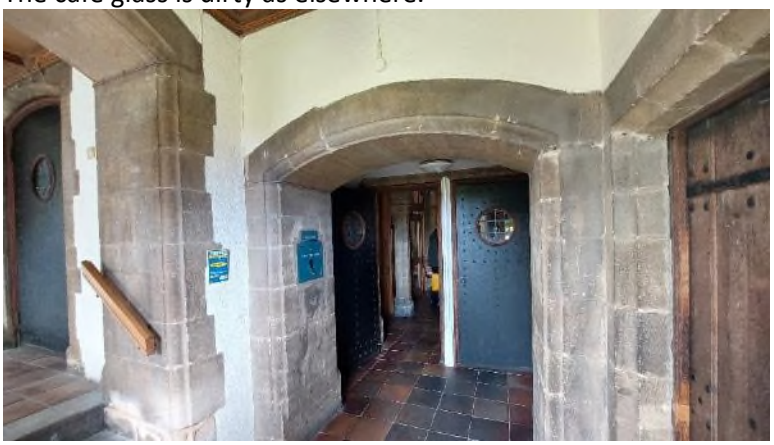
Slight cracking to the bracing of the roof trusses towards the nave seen at last two QIs
The door to the stairs and the door catches on the floor and there is no handle. The glass is bowed at the entrance doors as elsewhere.

Recommendation: ease door

D **South Porch:**



Stair up to transept- Walling to the upper stair (that overlooks the café) is salting. Is there a leak on the south porch flat roof or rogue downpipe adjacent? Space is ill ventilated as door is jammed closed,
The café glass is dirty as elsewhere.



Entrance porch ok, The pair of double doors are leather covered and they could do with easing as they are catching slightly and the door latch needs oiling and easing.

Recommendation: investigate salting, clean glass, ease doors,

- **Café Lobby:**

Mostly made up of joinery infill in the arches and this is all in good condition.

Recommendation:

D **Ground Floor Boiler Room:**

Some historic water staining on the ceiling, noted on the last two QIs, but it would be prudent to have a close look at the flat roof material. Eastern wall features an early remnant doorway. Ideal Concorde Super S4 Module 50 boiler.
The disused door has got cabling all over it and its decoration is breaking down and the hinges are rusting. The arch is part of the late C13th fabric. Are the two carved heads of the same period? They look intimate with the Caroe 1930's stonework. The lady has been graffitied with a pair of glasses and a mock smile. The external door bottom is rotting
Recommendation: check roof, remove graffiti.

D **Café:**

Ceiling has water marks from previous water entry though there doesn't look to be anything new. Part of the timber cornice was cleaned in 2015, as were the south window internal lintels. Glass is clearer on this elevation, as it was cleaned as a result of the works in 2015. Flooring carpet has been taken up revealing a concrete filled heating duct. The floor now looks patchy. Perhaps put carpet back over the concrete?

The roller hatch has been painted and the counter looks ok. The glass to doors, arcades and the first floor office is dirty.

Recommendation: clean glass, install carpet

- **Kitchen:**

Catering quality kitchen installed in 2015. Looks ok.
Recommendation: none

E **Undercroft:**

This room is used for storage. It is as tidy as it can be but rather full.

Recommendation: Consider a clear out of unwanted items.

E **Kitchen Store:**

This room forms part of the undercroft on the north side.
No longer used as a store for the kitchen. Now used for textiles and clothes. Too full to see inside properly. Are the old fridges still in the room. Need removing? There is wc drainage piupes in the room and it is important to be able to access them.
Recommendation: clear out room.

D **Sacristy:**

This is underneath the organ chamber.
Ceiling is in good condition. Walls are all decorated well.

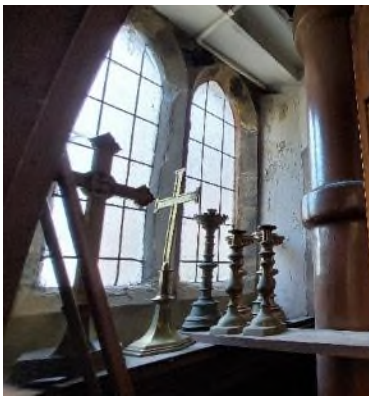
Contains clergy vestments within a curtained area and racking for various hymn sheets etc. Partial ceramic tile and herringbone flooring- matching the general areas, all in fair condition. The door catches on the floor.

Recommendation: ease door

D **Candle Cupboard:**

Gap in the ceiling where the blower pipe goes through, the blower pipe itself is 450mm diameter vitreous glaze pipe. Walls are ok as is the window. The rooms contain quite a bit of lumber. The door catches on the floor.

Recommendation: ease door, remove unwanted items



E **East Lobby:**

Some water penetration in the past on the choir vestry side, perhaps is condensation? Wind blowing detritus through the doorway, the door itself doesn't close adequately even though it is adequately bolted up but it does let in rather a draught.

Recommendation: draught proof the door

D **Chancel:**

- Boarded ceiling looks ok, walls are all in fair condition, slight open joints at the top of the eastern window

Some salting at sedilia which doesn't look to be advancing. Make sure external ground levels are ok.

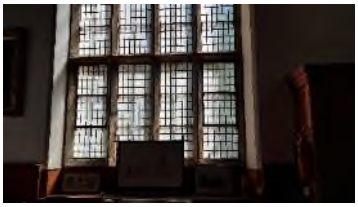
West window is ok. Wall memorials look in good condition.

- Floor of mixed grey and buff Ancaster limestone stone in good condition.

Choir Area –
Has a couple of loose flooring stones, they have been lifted in the past and they are not bedded on very much. Advised that they are access for the organ controls to the pipes from the console. The platform is ok apart from some gaffer tape repairs. Whilst the possible trips are known to clergy, the stones and platform gaffer should be addressed as the public use these areas.

Recommendation: check south side external floor levels behind sedilia

E **Clergy Vestry:**



Ceiling appears in good condition as are the walls, albeit they look a little outdated and could do with some decoration. Plenty of cobwebs behind the polycarbonate window protection. The panelling is fine. The herringbone flooring is looking a little scuffed.

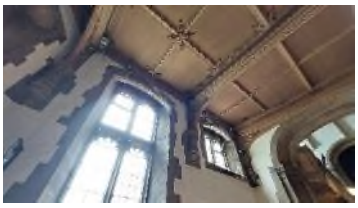
Recommendation: update decoration when funds allow, clear away cobwebs,

- **Choir Vestry Servery:**

A servery has been created out of the old wc and sink area

Recommendation: none

- **Bede Chapel:**



No real change here from the last QI report. The flat ceiling is unblemished. The walls have some lead sulphate marking particularly to the south side at the lintels. The walls are in good condition and there is no cracking to the arches that look onto the chancel and to the south inner aisle. Flooring is a mixture of herringbone and floor slabs.

A temporary exhibition is in place remembering the Victoria Hall disaster of 1883. 183 children lost their lives in a crush to claim a toy.

Recommendation: none

A **South Transept Ground floor:**

This contains the yurt and it rather fills the space but it is a successful addition to the Minster. Trip at the doorway. Shrinkage to W capital gallery column. Separate electric heater. This is a possible fire risk in a flammable structure that could imperil the building. The same thoughts go with candles if they are used and so a management system needs to be in place to reduce risk.

Recommendation: ramp the door threshold. Remove heater and provide safer alternative.

E **North Transept Ground floor:**

Condition here is ok.
The redundant pulpit in memory to Robert Hudson (who died in the bell tower- hit by a bell) has suffered vandalism to the figure of St. Michael who has lost some elements around his head and to the pedestal upon which he stands. Perhaps it should go in the deafening chamber as a reminder to those visiting the bells?

Recommendation: repair pulpit

- **Nave:**

Open rafted ceiling with boarding, generally no water marking recorded in the past apart form one dark board noted in the past.

But there is an area of marking on the south side at the west end (it might have been missed in previous inspections). It corresponds to the tower downpipe position that is causing problems at the north. Is this similarly affected?

The walls are mostly arches.
At the west end is the tower with an opening joint at the bottom arch approximately 1-2mm, this doesn't look different from the last two QIs.
Both of the arcades are in good condition apart from the inner arcade, penultimate westward one on the south side which has pointing missing and a slight crack through the stone itself suggesting some differential settlement but this is an old crack.
The chancel arch is ok. N Side clerestory, easternmost window has a chip out of the lintel bearing. I don't think that it is new but probably missed in the past.
Floor is a combination of clay tile and timber herringbone in good condition. The pews are loose and can be arranged in different configurations. The cresting to the relocated chancel screen at the west end, south side had been repaired due to intruder damage.

Recommendation: none

- **North Outer Aisle:**
Roof boarding ok. Walls are ok though looking as if they have some dust and dirt to them, the arcades to the outer aisle are infilled with joinery and glass which look good.

Recommendation: none

- **South Outer Aisle:**
Roof boarding ok. Walls are ok, though looking as if they have some dust and dirt to them, the arcades to the outer aisle are infilled with joinery and glass which look good but are dirty. Some historic water marking showing at the western most arch and a 2mm crack to the middle arch onto the outer aisle. No change since last couple of inspections

Recommendation: none

M **Gents W.C:**

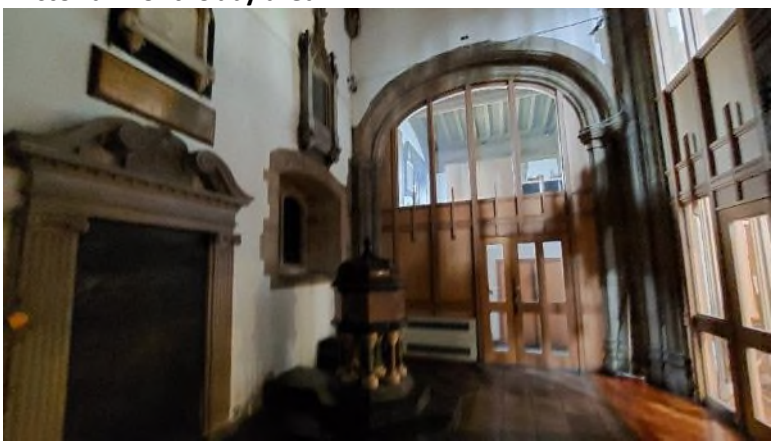
Recently remodelled and appearing satisfactory, the windows are as the previous QI, in that they are obscure, still dirty and the ventilators looks as though they may not be working.

Recommendation: clean the glass

E **Lobby outside of Gents W.C:**

The office is formed above this and it has a low plasterboard ceiling with inset lights in good condition. The walls are mostly enclosed by glazed screens, doors to café etc. Continuation of nave flooring. This space contains the redundant oval font which is cracked in the bowl and pedestal.

Victorian Font lobby area:



Double height space to open boarded ceiling which has slight historic water marking. Walls are mostly arches and glazed in on two sides which appear ok, the arch to the tower has approximately 1mm crack in one of the keystone joints as last QI.

Space contains redundant octagonal Victorian font. Space is being developed into an 'eco corner'

Recommendation: consider status of the redundant fonts (including the font under the office stairs)

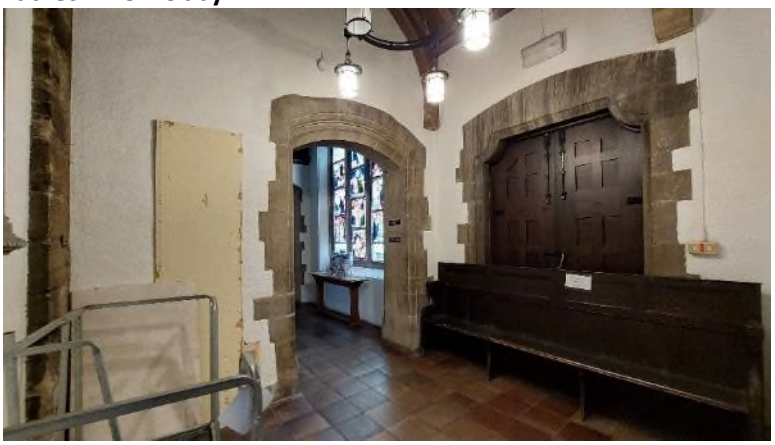
- **Narthex:**

Ridged open boarded roof with ridge beam that goes into the old porch, partially enclosed by the tower with rather rough brickwork, that is inset between a larger opening, there is also some cable about and pipework. Old water marks on there and there is also a 1mm crack to the arch. No change since last two QIs

Walls are to the north and east narthex lobbies, north and south narthex lobbies are ok. The west window masonry (from this side) looks in good condition. It contains William Morris & Company glass by Burns Jones.

Recommendation: none

- **Ladies W.C. Lobby:**



Open boarded roof ok, some stain marks on the door head but

no action required. Old pew laid up against the west entrance door so unable to access the door. The bottom of the walls have some damp and this has been patched up over the time. The best thing is to dust it off and repair when it becomes unsightly.

Recommendation: none

E **Ladies W.C:**

Ceiling is open boarded, some slight water marking but ok, the windows and stonework are rather grey and water stained but acceptable. The windows are secondary glazed with timber like the gents. The cubicle and fittings are rather old fashioned and were planned for updating in 2018 but funds were not available. The western wall at low level by the radiator had damp due to a now unblocked gully outside.

Recommendation: update when funds allow

- **Narthex South Lobby:**

Open boarded ceiling looks ok, as are the walls, no cracking to the arches. Contains the emergency exit door. Some slight historic water marking at the eaves coming down the wall, stonework is dirty in places. All as the last couple of QIs. Tiled floor in good condition. Timber stair leading up to the office. Door at landing repaired due to intruder damage.
Redundant font under stair.

Recommendation: none

D **Office:**

This is formed on top of the kitchen. The roof is open boarded and has histtoric water staining that has also gone down the walls in places. The south entablature has been cleaned as a result of the 2015 south aisle works. The roof joinery at the western end over the kitchen by the two windows and above it is quite badly marked and could do with being refurbished when funds allow.

The glazing has been cleaned on the south side but is starting to dirty up again and one of the windows on the west is left to do. Café glass is dirty. The arch that divides the space has a 2mm crack and this is historic and constant. The carpet to the floor is ok, there are some slight squeaks to the floor. Tap dripping at sink

Recommendation: clean glass, screw down floor when carpet is replaced in time, repair dripping tap

8.0 PRIORITIES

The following order of priority sets out the relative urgency of foreseeable repairs over the next 5 years. It is not a definitive programme of work and subject to funding, items further down the list could be brought forward if desired. They are priced individually but savings can be made by grouping the works and taking advantage of scaffold for other works. Figures are ex vat and exclude scaffold costs and professional fees

A- Work requiring urgent attention,
B- Within 1 year
C- Within 2 years
D- Within 5 Years
E- A possible improvement or item to note
M- Routine Maintenance or monitor/watching brief

Priority	Location and Scope	£
	A - URGENT	
A	**Lightning conductor:** Check insurers requirements for periodic testing (It might be bi annually).	
A	**South Transept Ground floor:** ramp the door threshold. Remove heater and provide safer alternative.	
	B- WITHIN 1 YEAR	
B	**Electricity:** Review reports and make decisions on possible changes to system. Costs are dependent on what the changes are. A full rewire is in the order of £250,000 and a possible part rewire to suit the nave and chancel lighting has yet to be costed but allow 15,000. (see below as this could be double counted as it's allowed for within the 80k suggested for the nave and chancel lighting rewire).	**15,000- 250,000**
B	**Lighting:** Establish if LA have inspected the external lights and the results of the test. Decide on future lighting scheme. £1,500 to the ground-based lamps and £2,500 for bulkhead. 80,000 for nave and chancel.	**1,500** **2,500** **80,000**
B	**Emergency Lighting:** Sine's report advises multiple faults with the system and estimates £10,000 to update	**10,000**
B	**Sound system**: arrange inspection of system	**-**
B	**PAT**: Carry out annual test.	**-**

B	**Extension heating (Office heating):** arrange service or establish when last serviced and if there are any costs associated with repair.	**1,500**
B	**Rainwater goods:** Carry out repairs and replacements.	**5,000- 10,000**
B	**Trees:** Cut back chancel garden on southside	**-**
B	**Fire matters:** Create a list of extinguisher types and their location. Annual test due.	**-**
B	**Choir Vestry:** repair slates	**500**
B	**Narthex:** check valley gutter condition	**inc**
B	**South Porch Entrance:** inspect roof for possible leak	**inc**
B	**South East Porch:** inspect flat roof when next carrying out maintenance tasks	**inc**
B	**Bede Chapel:** inspect when next carrying out maintenance tasks	**inc**
B	**North Chancel:** renew rainwater goods, clear gully	**inc**
B	**Choir Vestry:** remove rust and decorate. Fix grids.	**100**
B	**Ladies W.C.:** clear gully	**inc**
B	**South Aisle:** refurbish downpipe	**inc**
B	**South Porch:** refurbish pipe, unblock gully	**inc**
B	**Chancel :** remove rust and decorate, inspect downpipe when next inspecting roof	**inc**
B/ D	**Heating: Outer,** **Short term-** service boilers, flush system, install dirt separator, add water treatment, replace controller with simple to operate programmer, £8,600 **Long term** replacement £ 110,000 **Inner:** **Short term-** repair and service boiler modules, , drain and flush, install dirt separator, add water treatment, replace controller with simple programmer £12,250 **Long term** replacement £ 200,000	**Outer- 8,600- 110,000** **Inner – 12,250- 200,000**

C- WITHIN 2 YEARS

C	**H & S policy:** Review, check dates and update the policies as required.	**-**
C	**Asbestos:** create an Asbestos Register outlining the presence (or not) of any asbestos within the building. **Recommendation:** Carry out an asbestos register.	**-**
C	**Organ Chamber:** look over roof	**inc**
C	**South Transept:** renew gutter	**inc**
C	**Bede Chapel:** renew gutter, inspect downpipe when next inspecting roof	**inc**
C	**Narthex:** repoint open joints to the central section- this is more urgent than routine repointing elsewhere, attend to door decoration and rusted ironmongery	**1,500**
C	**North Side boundary wall:** repoint in lime if funds allow, remove rust from railings and redecorate.	**2,500- 3,500**
C	**North East Side:** enable gates to be restrained when open, redecorate and oil hinges	**750**

C	**Blower Room:** ease door and oil ironmongery	**100**

D- WITHIN 5 YEARS

D	**Tower Roof:** repoint edge of flashing, and fix better hatch arrangement.	**250**
D	**Bell Chamber:** sweep floor.	**-**
D	**Deafening Chamber:** Repair window, remove polycarbonate sweep out floor.	**350**
D	**Small area over the Servery:** Remove roof ferns and moss	**inc**
D	**All windows**: put a plan into place to decorate the ferramenta and polycarbonate of all the windows	**4,500- 6,500**
D	**Choir Vestry Servery:** repoint open joints, replace eroded stones	**250**
D	**North Porch**: see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints	**Repoint 250**
D	**Ladies W.C.:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints	**Repoint 250**
D	**Gents W.C:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints	**Repoint 250**
D	**South Aisle:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints	**Repoint 250**
D	**South Transept:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints	**Repoint 250**
D	**South Porch:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints, attend to door decoration and rusted ironmongery	**500**
D	**South East Porch:** see general comment of ferramenta repairs and polycarbonate cleaning, repoint open joints attend to door repair, decoration and rusted ironmongery	**500**
D	**Boiler Room:** remove unwanted items. Barriers on roof to remove and sweep up. Check roof covering is ok.	**-**
D	**Meeting Room 2:** screw down the floor when the carpet is to be changed,	**100**
D	**North transept Gallery:** clean glass, ease door, close the ventilator? remove unwanted lumber.	**-**
D	**North Entrance Porch:** clean windows, provide door hold back, remove lumber.	**75**
D	**South Transept Gallery:** ease door	**50**
D	**South Porch:** investigate salting, clean glass, ease doors,	**75**
D	**Ground Floor Boiler Room:** check roof, remove graffiti.	**Inc, 50**
D	**Café:** clean glass, install carpet	**750**
D	**Sacristy:** ease door	**50**
D	**Candle Cupboard:** ease door, remove unwanted items	**50**
D	**Chancel:** check south side external floor levels behind sedilia	**-**
D	**Office:** clean glass, screw down floor when carpet is replaced in time, repair dripping tap	**100**

E- IMPROVEMENT/NOTE

E	**Wheelchair access:** Consider reconfiguring north access.	**8,000 -12,000**

E	**Stair lobby to office:** fix panel.	**50**
E	**North Transept:** inspect transept west side gutter	**inc**
E	**South side:** The noticeboard needs updating.	**250**
E	**Interior of Graveyard:** assess repair needs to paths against possible future ramp, update sign board	**4,000** *(to reset all uneven paving)*
E	**Meeting Room 1:** screw down the floor when the carpet is to be changed	**75**
E	**Undercroft:** Consider a clear out of unwanted items.	**-**
E	**Kitchen Store:** clear out room.	**-**
E	**East Lobby:** draught proof the door	**25**
E	**Clergy Vestry:** update decoration when funds allow, clear away cobwebs,	**350**
E	**North Transept Ground floor:** repair pulpit	**500**
E	**Fonts:** consider status of the redundant fonts (including the font under the office stairs)	**-**
E	**Ladies W.C:** update when funds allow	**7,500**

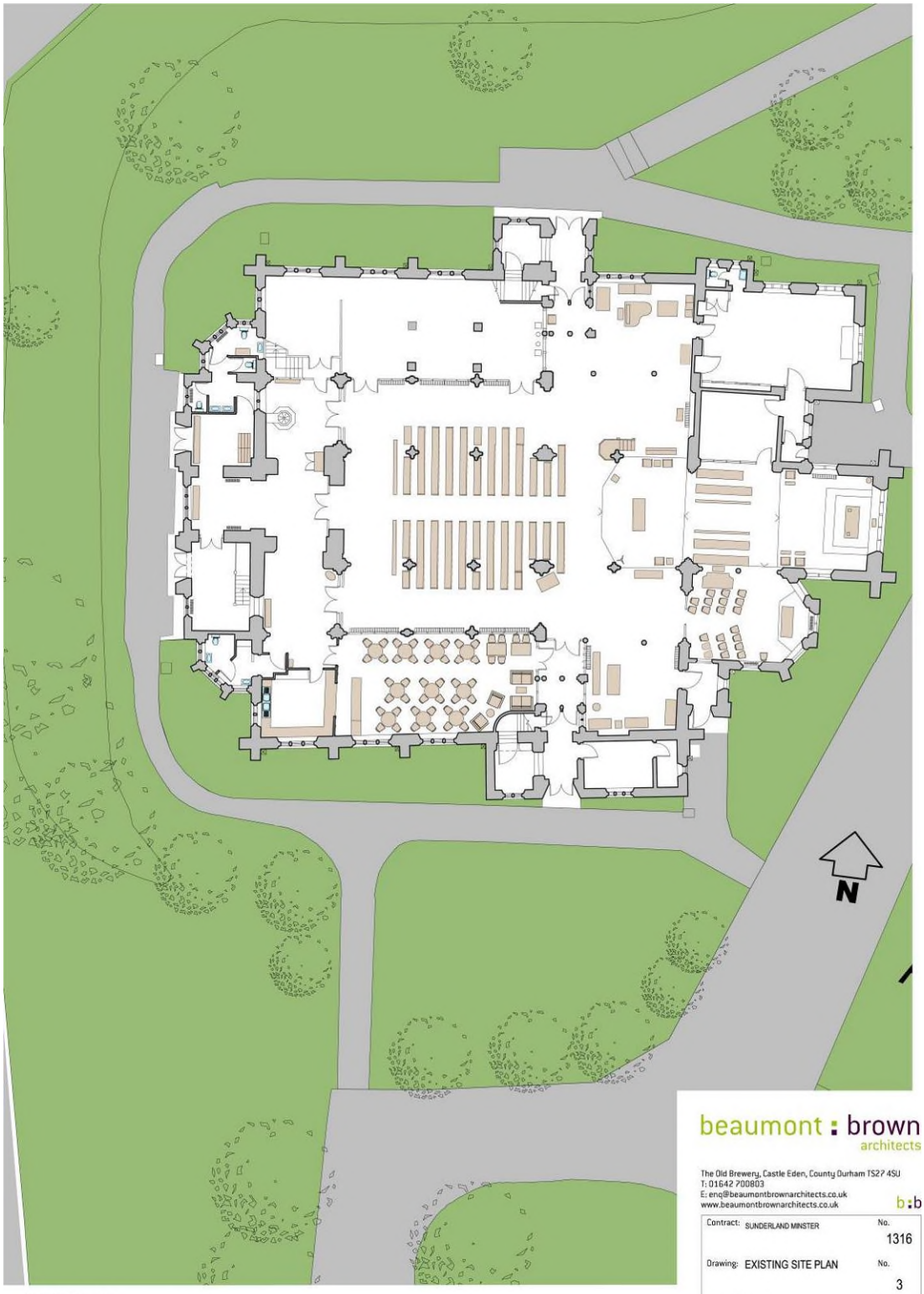
Church Plans
Explanatory notes
Guide to Routine Maintenance & Inspection of Church Property

M- MAINTENANCE/ MONITOR

M	**North Aisle:** check gulleys are running	**inc**
M	**Chancel:** remove plants at foot of the E wall, repair glass to N	**250**
M	**North Aisle:** clean polycarbonate	**inc**
M	**Bede Chapel:** see general comment of ferramenta repairs and polycarbonate cleaning, Cut back bushes to enable inspection.	**inc**
M	**Chancel:** see general comment of ferramenta repairs and polycarbonate cleaning, Cut back bushes to enable inspection.	**inc**
M	**West side:** reduce overhanging planting. Local Authority?	**-**
M	**Gents W.C:** clean the glass	**250**

Appendices
Church plans
Explanatory Notes
Guide to Routine Maintenance and inspection
A Practical Path the Net Zero
Energy Footprint report
Roof Report

CHURCH PLANS



SITE PLAN

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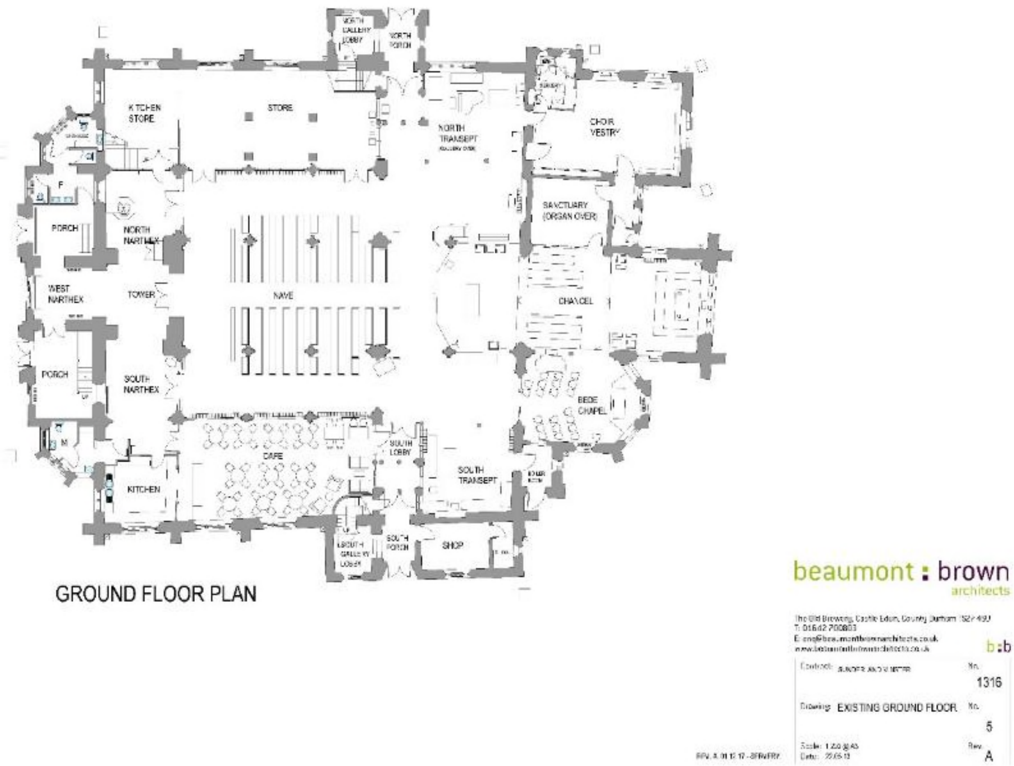
Contract: SUNDERLAND MINSTER	No. 1316
Drawing: EXISTING SITE PLAN	No. 3
Scale: 1:200 @ A3 Date: 16.04.13	Rev.


NORTH GALLERY LOBBY
NORTH PORCH
KITCHEN STORE
STORE
NORTH TRANSEPT
CHOIR VESTRY
SANCTUARY (ORGAN OVER)
PORCH
NORTH NARTHEX
WEST NARTHEX
TOWER
NAVE
CHANCEL
PORCH
SOUTH NARTHEX
BEDE CHAPEL
CAFE
SOUTH LOBBY
SOUTH TRANSEPT
KITCHEN
SOUTH GALLERY LOBBY
SOUTH PORCH
SHOP
GROUND FLOOR PLAN
beaumont : brown
architects
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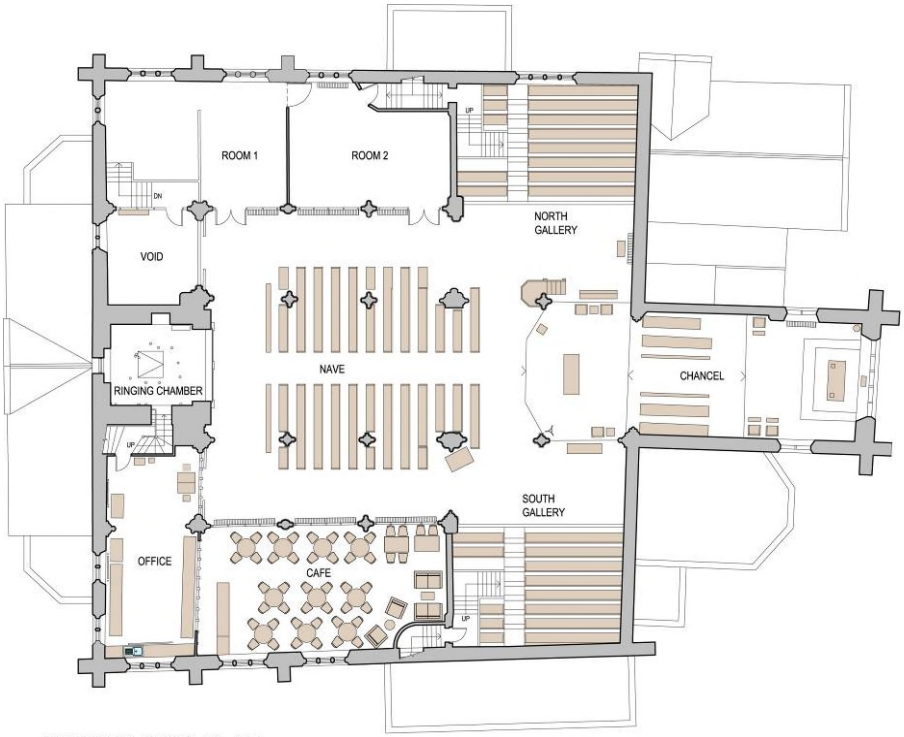

FIRST FLOOR PLAN

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b:b

Contract:	SUNDERLAND MINSTER	No. 1316
Drawing:	EXISTING FIRST FLOOR	No. 6
Scale: 1:200 @ A3 Date: 22.05.13		Rev.

EXPLANATORY NOTES

A Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, 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. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.

B 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 conditions should be kept with the church log book.

C A proper examination and test should be made of the heating apparatus by a qualified engineer, each summer before the heating season begins.

D A minimum of 2 water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 square metres of floor area.

Summary:

Location	**Type of Extinguisher**
General area	Water
Organ	CO^2
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam (or dry powder if electricity supply to boiler room cannot easily be isolated)

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order.

Further advice can be obtained from the fire prevention officer of the local fire brigade and from your insurers.

E This is a summary report only, as it is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such.

The professional advisor is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.

F Although the measure requires the church to be inspected every 5 years, it should be realized that serious trouble may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction

Measure 1991 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. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting. **The PCC are strongly advised to enter into contract with a local builder for the cleaning out of gutters and downpipes twice a year.**

Further guidance on the inspection and the statutory responsibilities are contained in *How to Look After Your Church. The Churchwarden's Year* gives general guidance on routine inspections and housekeeping, and general guidance on cleaning is given in *Handle with Prayer*, both published for the CCC by Church House Publishing.

G 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.

H The repairs recommended in the report will (with the exception of some minor maintenance items) are subject to the faculty jurisdiction.

I Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. The adviser cannot therefore report that any such part of the building is free from defect.

This appendix is based on *A Guide for the Quinquennial Inspection of Churches, Diocese of Birmingham 1993.*


S̄C MICHAEL

A GUIDE TO ROUTINE MAINTENANCE AND INSPECTION OF CHURCH PROPERTY

It is good practice for the PCC to appoint a fabric officer to take care of the routine maintenance of the church. This officer must report to the PCC and remain subject to its control and direction. The Care of Churches and Ecclesiastical Jurisdiction Measure 1991 requires the churchwardens to inspect the fabric of the church at least once a year, to produce a report on the fabric of the church and the articles belonging to it to the PCC, and to make that repot to the annual parochial church meeting on behalf of the PCC. The following list gives an indication of the time of year when certain jobs should be done. It is not exhaustive.

Spring, early summer	Whenever necessary inspect gutters and roofs from ground level and inside especially when it is raining.
	Clear snow from vulnerable areas.
	Clear concealed valley gutters.
	Make full inspection of the church for annual meeting.
	Check church inventory and update log book.
	Check bird-proofing to meshed openings.
	Sweep out any high level spaces. Check for bats and report any finds to English Nature.
	Cut any ivy starting to grow up walls and poison.
	Spray around the base of the walls to discourage weed growth.
	Check heating apparatus and clean flues.
Summer	Arrange for routine service of heating equipment.
	Check interior between second week of April and second week of June for active beetle infestation and report findings to the professional adviser.
	Check all ventilators in the floor and elsewhere and clean out as necessary.
	Spring clean the church.
	Cut any church grass.
	Cut ivy growth and spray (again).
	Recheck heating installation before autumn and test run.
	Arrange for any external painting required.

Autumn	Check gutters, downpipes, gullies, roofs etc. after leaf fall.
	Rod out any drain runs to ensure water clears easily, especially under pavements.
	Inspect roofs with binoculars from ground level, counting number of slipped slates, etc. for repair.
	Clean rubbish from ventilation holes inside and out.
	Check heating installation, lagging to hot water pipes etc. and repair as necessary.
Winter	Check roof spaces and under floors for vermin and poison.
	Check under valley gutters after cold spells for signs of leaking roofs.
	Bleed radiators and undertake routine maintenance to heating systems.
	Check temperatures in different areas of the building to ensure even temperature throughout and note any discrepancies.
Annually	Arrange for servicing of fire extinguishers.
	Inspect abutting buildings to ensure there is no build-up of leaves or other debris against the walls.
	Check the condition of outside walls, windows, sash cords, steps and any other areas likely to be a hazard to people entering the building.
	Check the extent of any insurance cover and update as necessary.
Every 5 years	Arrange for testing of the electrical systems.
	Arrange for the testing of any lightning protection.

It is vital, especially with older people, to keep them warm and well ventilated at all times. The fabric officer should ensure that such ventilation is taking place, especially after services.

Net Zero

How churches can reduce their energy.

On 12 February 2020 General Synod recognised that we are in a climate emergency and committed to an ambitious carbon reduction target of Net Zero by 2030. The culture is changing fast, both outside and within the Church; questions of sustainability should inform all our buildings-related decisions from now on, and this report highlights opportunities for action. See also the Practical Path to Net Zero Carbon (PPNZC) document below, and the Sustainability Countdown to 2030 section below.
The Church of England Research and Statistics Team has created an Energy Footprint Tool This will tell your church what your 'carbon footprint' is, based on the energy you use to heat and light your buildings, and is part of the Online Parish Returns System.
https://www.churchofengland.org/about/policy-and-thinking/our-views/environment-and-climate-change/about-our-environment/energy-footprint-tool The tool is available on the CofE online Parish Returns website https://parishreturns.churchofengland.org/login
You will need to input the data from the most recent year's electricity and gas/oil etc. bills, and the tool will then tell you the amount of carbon produced annually by heating and lighting your church building; it will also offer some helpful tips to reduce your carbon emissions. As you use the tool each year, you will be able to see how your church improves, as you take steps to cut your carbon footprint. Most dioceses now have a Diocesan Environmental Officer in post, who may be able to offer support, including on questions of ecology and biodiversity, and signpost you to further resources.

Sustainability Countdown to 2030: *It will be for the PCC to set its priorities for sustainability improvements, and I would encourage you to use the Practical Path to Net Zero Carbon (PPNZC) appended to this Report to help set these.*
The following gives you a suggested timetable to address in the next five years, as we prepare for 2030 (references relate to the PPNZC):
[List follows, combining items from the report with non-condition items from the PPNZC, such as renewable electrical tariff.]

A practical path to "net zero carbon" for our churches

These recommendations aim to help churches reduce their energy use and associated carbon emissions. They are based on the findings of our church energy audit programme and input from of a range of professionals in the field.

NOTE: Many of the suggestions below require faculty; please seek input early on. If the church interior is of historic, artistic, architectural or artistic interest, seek professional & DAC advice first, before making changes; stabilising the environment for these interiors is important to minimise cycles of treatment, with their inherent carbon cost.

A. Where do we start?	These are actions that nearly all churches can benefit from, even low occupancy churches used only on a Sunday. They are relatively easy, with relatively fast pay back.

The building itself:

A1. Maintain the roof and gutters, to prevent damp entering the building and warm air escaping.
A2. Fix any broken window panes* and make sure opening windows shut tightly, to reduce heat loss.
A3. Insulate around heating pipes to direct heat where you want it; this may allow other sources of heat to be reduced in this area.
A4. If draughts from doors are problematic, draught-proof the gaps* or put up a door-curtain*.

A5. Consider using rugs/floor-coverings (with breathable backings) and cushions on/around the pews/chairs. **Heating and lighting:**

A6. Switch to 100% renewable electricity, for example through Parish Buying's energy basket, and "green" gas.

A7. Match heating settings better to usage, so you only run the heating when necessary*.

A8. If you have water-filled radiators, try turning-off the heating 15 minutes before the service ends; for most churches this allows the heating system to continue to radiate residual warmth*.

A9. If you have radiators, add a glycol based "anti-freeze" to your radiator system and review your frost setting.

A10. Replace lightbulbs with LEDs, where simple replacement is possible.

A11. Replace floodlights with new LED units.

A12. If you have internet connection, install a HIVE- or NEST-type heating controller, to better control heating.

A13. If your current appliances fail, then replace with A+++ appliances.

People and policies:

A14. Complete the Energy Footprint Tool each year, as part of your Parish Return, & communicate the results.

A15. Create an Energy Champion who monitors bills and encourages people to turn things off when not needed.

A16. Write an energy efficiency procurement policy; commit to renewable electricity & A+++ rated appliances.

A17. Consider moving PCC meetings elsewhere during cold months, rather than running the church heating. **Offset the rest:**

A18. For most low usage "Sunday" churches, once they have taken steps like these, their remaining non-renewable energy use will be very small. For the majority, all they need to do now to be "net zero" is offset the small remaining amount of energy through Climate Stewards or other reputable schemes.

A19. Also, think about your church grounds. Is there an area where you could let vegetation or a tree grow?

B. Where do we go next?

These are actions with a reasonably fast pay back for a church with medium energy usage, used a few times a week. Perhaps half of churches should consider them.

Most actions cost more than the ones above, and/or require more time and thought. Some require some specialist advice and/or installers. They are often good next steps for those churches with the time and resources to move on further towards 'net zero'.

The building itself:

B1. If you have an uninsulated, easy-to-access roof void, consult with your QI about insulating the loft*.

B2. If you have problematic draughts from your door, and a door curtain wouldn't work, consult with your QI about installing a glazed door within your porch, or even a draught-lobby*.

B3. Consider creating one or more smaller (separately heatable) spaces for smaller events.

B4. Consider fabric wall-hangings or panels, with an air gap behind, as a barrier between people and cold walls. **Heating and lighting:**

B5. Learn how your building heats/cools and the link to comfort, by using data loggers (with good guidance).

B6. Improve your heating zones and controls, so you only warm the areas you are using.

B7. Install TRVs on radiators in meeting rooms & offices, to allow you to control them individually.

B8. Consider under-pew electric heaters and/or infra-red radiant panel heaters*, which keep people warm without trying to heat the whole church space. Radiant panels are especially good for specific spaces like chapels and transepts, which you might want warm when you don't need the whole church to be warm.

B9. If you have radiators, install a magnetic sediment "sludge" filter to extend the life of the system.

B10. Consider thermal and/or motion sensors to automatically light the church when visitors come in, for security lights, and for kitchens and WCs.

B11. Install an energy-saving device such as Savawatt on your fridge or other commercial appliances.

B12. Get your energy supplier to install a smart meter, to better measure the energy you use.

People and policies:

B13. Vary service times with the seasons, so in winter you meet early afternoon when the building is warmer.

C. Getting to zero

These are bigger, more complex, projects, which only busy churches with high energy use are likely to consider. They could reduce energy use significantly, but require substantial work (which itself has a carbon cost) and have a longer payback. **They all require professional advice, including input from your DAC.**

The building itself:

C1. Draught-proof windows*.

C2. If you have an open tower void, insulate or draught-proof the tower ceiling *.

C3. Double-glaze or secondary-glaze suitable windows in well-used areas such offices, vestries and halls*.

C4. Internally insulate walls in well-used areas such offices, vestries and halls*.

C5. If you have pew platforms, consider insulating under the wooden platform with breathable materials*.

C6. Reinstate ceilings, and insulate above*.

Heating and lighting:

C7. Install a new LED lighting system, including all harder-to-reach lights, new fittings & controls.

C8. Install solar PV, if you have an appropriate roof and use sufficient daytime electricity in the summer.

D. "Only if...."

These are actions you would do at specific times (such as when reordering is happening) or in very specific circumstances. **Nearly all require professional advice, including input from your DAC.**

The building itself:

D1. If you are reroofing anyway, then insulate the roof, if appropriate for your roof*.

D2. If you have an uninsulated wall with a cavity (typically build 1940 onwards), then insulate the cavity.

D3. If the building is regularly used & suitable, such as a church hall, consider appropriate external insulation or render, appropriate for the age and nature of the building*.

Heating and lighting:

D4. If there's no alternative that does not run on fossil-fuels, then replace an old gas boiler or an oil boiler with a new efficient gas boiler.

D5. If yours is a well-used church which you want to keep warm throughout the week, then consider an air or ground source heat pump. Ground source heat pumps are more expensive and invasive to install than air source heat pumps, but run more efficiently once installed, depending on ground conditions.

D6. If you are doing a major reordering or lifting the floor anyway, and yours is a very regularly used church, then consider under-floor heating. This can work well in combination with a heat pump (above).

Church grounds:

D7. If you have car parking that is sufficiently used, EV charging points for electric cars can work out cost neutral or earn a small amount of income for the church. Note, they will increase the church's own energy

E. By exception

These actions are often mentioned in this context, but are generally not recommended, because of the risk of harm to the fabric, energy used, and/or the cost.

- Standard secondary glazing on the main, historic windows (this can be inefficient, expensive, & cause damage).
- Install solar thermal panels to generate hot water (hot water use is generally not high enough to justify it).
- Background space heating at all times unless needed for stabilisation of historic interiors (high energy use).

* If interiors are of historic, architectural or artistic interest, seek professional & DAC advice first.

Energy footprint report

Energy Toolkit h~ps://e~.parishreturns.info/external/dioceses/13/church/613341/

Logged in as: Robert Stenlake Diocese: Durham

Your results

Thank you for taking the time to fill out the Energy Footprint Tool.

The results set out in this summary mean you now have useful information to help you plan and keep track of the different steps you are taking to reduce your carbon footprint year on year.

Thanks to data from churches like yours, the Church of England's Net Zero Carbon Programme team can also build a national picture of its baseline and monitor progress towards becoming net zero carbon by 2030.

The Church of England's ambitious Net Zero Carbon by 2030 campaign aims to equip, resource, and support all parts of the Church to reduce carbon emissions from the energy used in its buildings, schools and through work-related transport by 2030.

The ambitious target was set out by General Synod in response to the climate crisis. Climate change hits hardest on the poorest communities round the world and on the poorest people in every society. Responding to the climate crisis is an essential part of our responsibility to safeguard God's creation and achieve a just world and supports our local mission.

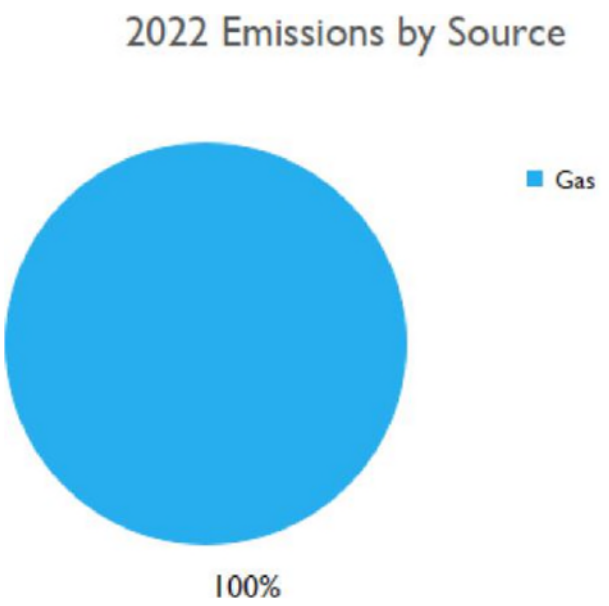
What you do in your church witnesses to our communities that we are people who care about climate justice, now and for the future.

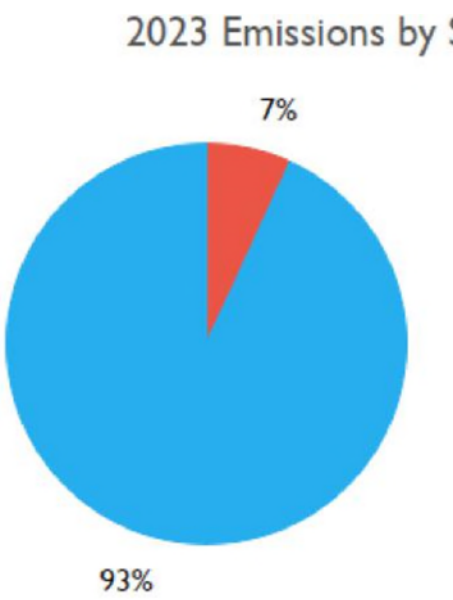
Thank you for working together with us to help care for God's creation.

Carbon Footprint

	This Year	Last Year
Gross CO emissions (Tonnes) ?		
2	27.2	18.6
Net CO emissions (Tonnes) ?		
2	18.5	18.6
Renewables and offsets: non-accredited (tonnes)	0.0	0.0

Emissions Data





Energy Toolkit h~ps://e~.parishreturns.info/external/dioceses/13/church/613341/

Interpreting your carbon footprint:

The pie charts show the sources of your carbon footprint over the last two years and can help you to consider where to focus your efforts in decarbonising the way you heat and light your church.

The line graph shows how your church's carbon footprint has changed over time. When interpreting this you should bear in mind that these results can be skewed by:

- any previous errors in the data,
- changes in patterns of use,
- periods of closure or increased opening,
- a change in the heating technology,
- weather patterns - for example a period of extremely cold weather.

You should therefore look at the longer-term trends rather than focussing on small changes in emissions from one year to the next.

What should you do now?

Now you know your footprint, consider how to reduce it, whilst still thriving as a church.

Read our Practical Path to Net Zero Carbon for Churches, which includes a checklist you can download and use. It offers a 'practical path' to net zero carbon, setting out where most churches should start, and more advanced projects for churches who use more energy.

There are actions in the practical path that nearly all churches can benefit from, even low occupancy churches used only on a Sunday.

Heating makes up the vast majority of a typical church's energy use, you can start by looking at how you can optimise the existing heating or changing to new heating systems.

The key is to change our default starting point from heating the church (space heating) to making people comfortable (people heating), while protecting our historic interiors from damp through good maintenance.

For most smaller churches, heated only a few hours per week or month, the carbon footprint is already very low. Here, good maintenance is key: looking after the roof, gutters, windows, and doors, and tackling the causes of damp.

Sources of more information:

· Are you signed up to Eco Church? This useful framework can help you build the environment into all parts of the life of your church

· Have you considered undertaking a carbon literacy course, either through the Church of England's course for congregations (contact Jo Chamberlain: jo.chamberlain@churchofengland.org) or other providers?

· Interested in solar, heat pumps, insulation, and other low carbon actions you can take? See our net zero carbon guidance and our free webinar programme.

· For lots of wider environmental guidance, inspiring case studies, and more, see our environment programme webpages.

· Need advice on funding? See Parish Resources guide and Community Energy England's funding list.

· Find local support from your Diocesan Environmental Officer and your Diocesan Advisory Committee (many have heating and/or sustainability advisors).

· If you aren't already on a 'green' tariff, this is the place to start. One option is to switch to 100% UK renewable electricity

with Parish Buying's Green Energy Basket. Parish Buying also offer energy audits, LED lighting, and building maintenance.

· To go further and calculate the carbon footprint of your travel, food, and purchases, explore the 360°Carbon footprinting tool.

2023 submission for Sunderland: Minster Church of St Michael Energy usage for building 1 Main

Primary heating fuel Mains gas

Electricity supplier Green Energy Basket from Parish Buying / Total

Please specify -

Is your electricity tariff a green tariff? Yes

Electricity purchased (kWh) 35662

Cost of electricity (£) 14438.00

Are you on single or 3 phase electricity? Not known

Gas supplier Other

Please specify Total

Is your gas tariff a green tariff? No

Gas purchased 6843

Unit of gas purchased Cubic Metres

Cost of gas (£) 17354.00

Please estimate the age of your heating 8

system in years

Notes

Gas usage high and unaffordable (very high contract rate). Most usage in first quarter, then heating only used sparingly or when paid for by others.

Work Related Travel

Were there any work-related travel ☐ Yes

expenses claimed in this year? ☑ No

☐ Unsure

Car

Total number of miles claimed -

Total money claimed for car travel (£) -

Percentage of claims made for electric -

vehicles (If known)

3 of 4 14/05/2024, 10:20

Energy Toolkit h~ps://e~.parishreturns.info/external/dioceses/13/church/613341/

Train and Bus

Total money claimed for rail travel -

Total money claimed for bus travel -

Notes no clergy for most of year

4 of 4 14/05/2024, 10:20

Robert Stenlake, Treasurer submitted the report to us for inclusion and he writes,

'In your attachment, there is a request for the Energy Footprint, the 2023 report for which I am attaching as a downloaded pdf. As a mathematician (I am an actuary, not an accountant!), I would stress that the tool is based on data which, for 2022 and 2023 was not sufficiently homogeneous to provide results from which reliable conclusions may be drawn. The issue is that the gas contract from 1st November 2022 (until 31st October 2024) is at a unit price so unaffordable that the Minster stopped using heating (except to a minimal extent or when paid for by
others) from March 2023. In January and February (as well as November and December 2022) large amounts of energy was consumed, much heating the cafe which is no longer open. For the data to be meaningful, it would need to be based on a more normal usage of gas.'

Ferguson Roof Report 18th June 2024

Dear David,

As discussed, the following is a summary of what we did on 4th June 2024

The gutters and downpipes were checked and cleared as necessary on the Tower, south Nave, Aisles, west sides of the Transepts, Narthex, south Chancel, parts of the east of the south Transept and the Vestries, and the various single storey flat roofs towards the east of the Church. There is some moss on the flat roofs, which should be brushed off when practical.

Further visits with more access equipment would be needed to gain access to the remaining gutters on the north Nave, west sides of the transepts, and the remainder of the Chancel and the Vestries.

In addition, work is needed to clean down the roof of the north Nave where the tower downpipe discharges onto the slating. The lead hopper and pipe needs to be refixed here, and the gutters cleaned and birds' nests cleared away when there are no eggs or chicks present.

Other items noted were the poor condition of the gutters on the parts of the Chancel and the east sides of the Transepts to which we could get access; the gutters are rusty, some elements are broken, and many joints have come apart.

On the Tower roof, some of the lead flashings have come loose and should be refixed and pointed.

A small number of slates have slipped or are missing on various roofs, although the general condition of the slating seemed to be fair.

Some photos are attached, which might be of use to you.

	
Broken Joint on chancel	Tower flashing loose
	
N Aisle gull nest and chicks	N Aisle tower downpipe