



**PARISH CHURCH OF ST. LUKE
USHAW MOOR**

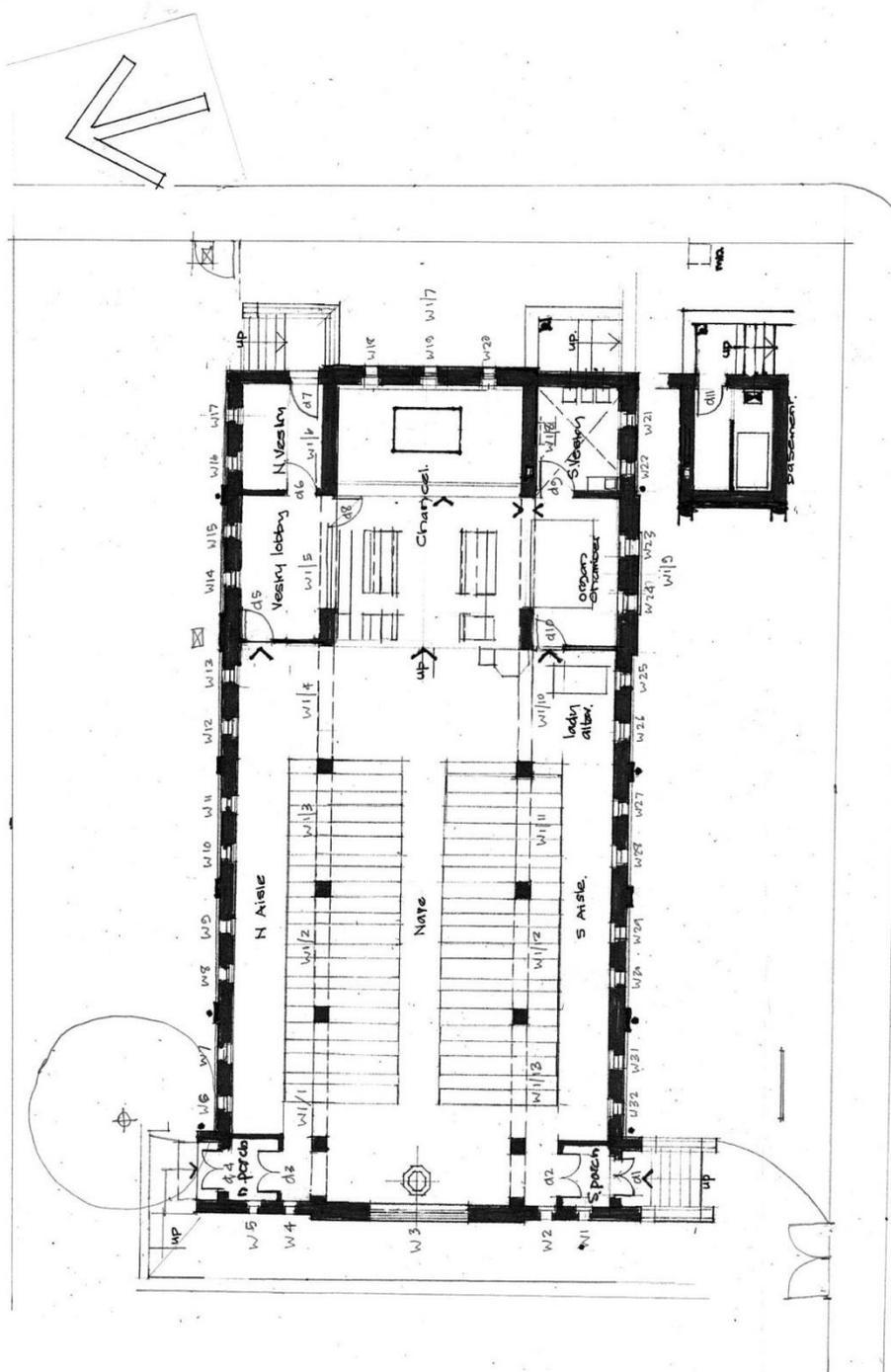
DIOCESE OF DURHAM

**QUINQUENNIAL INSPECTION
2021**



conservation contemporary design

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B6302 · Cockhouse Lane

ST LUKE, USHAW MOOR
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SECTION 1

GENERAL DESCRIPTION

1.1

Location and site

The Church is situated on sloping ground to the north of the B6302 Cockhouse Lane some 350metres west of the village of Ushaw Moor

It shares the site with the Church Hall further to the west.

It is not within a Conservation Area.

There is no car park within the grounds.

There is no cemetery.

Ordnance Survey map reference NZ 226 426

Consultation with the Diocesan Archaeological Advisor and Local Authority Archaeologist indicates that the church and its site are of no archaeological importance.

1.2

General description of the church

- The Church, built in 1912 to designs by Charles Hodgson Fowler and William Henry Wood, was consecrated in 1918
- The church is not listed.
- The somewhat austere red brick basilica form of seven bays, belying a welcoming interior, has a symmetrical plan consisting of a nave with clerestory, north and south aisles set on an east west axis.
- The raised choir and sanctuary continue the nave ridge with clergy and choir vestries to the north and south.
- The organ chamber on the south side of the choir breaks through the aisle roof at right angles terminating in a gable end.
- The original boiler house is set beneath the Clergy vestry on the south side with external stepped access.
- An open single bellcote is positioned above the west end of the nave.

- The walls are of smooth red brick with sandstone cappings to the south porch entrance steps walling and to the bellcote

Internally the walls are finished in plaster with timber dado panelling. The fair- faced brick arches to the nave piers and to the window heads and surrounds, are painted.

- The low pitched main roofs and mono pitched aisles are of simple timber construction with queen posts, purlins and rafters beneath a covering of Welsh slates

The floors are of solid construction with pine block floors finished in a herringbone pattern, overlaid with carpet runners

The Sanctuary is similar with Pine block floor overlaid with carpet

The Vestries have solid concrete floors with carpet coverings

- Artificial light , power, and heated water by mains electricity. (o/h supply)
- There is mains water
- There is mains gas
- Three gas-fired boilers in the Choir Vestry supplies hot water to a system of radiators generally and individual fan convectors
- There is a mains drainage system for foul water and surface water The basement ex-boiler room drainage is also connected to mains drainage.
- There is an accessible toilet in the Church Hall adjacent

Accommodation comprises

- Nave
- Choir/sanctuary
- South Aisle incorporates Organ Chamber and Choir Vestry.
- South Porch
- North Aisle, Incorporates Vestry Lobby and Vicars Vestry.
- North Entrance
- Basement ex-boiler room/meters (beneath Choir Vestry)

1.3

General Condition

The church is well cared-for and appears in good structural condition – some excellent work has been done.

The report is intended to help direct efforts towards an orderly programme of work needed in the foreseeable future.

1.4

Work carried out since last inspection report

Details of work:

Annual maintenance items

- Clearing gutters/downpipes and gullies

- Minor repairs to roof slating,

2017

- Rebuild brickwork to South Porch steps and East Vestry steps

2021

- Lightning conductor test
- Gas Safety check
- Full electrical test
- Basement drainage repairs

SECTION 2**SURVEY NOTES**

Date of survey	26.10.21	
Town	Ushaw Moor	
Street	Cockhouse Lane	
Type of premises	Church	
Date built	1912	
Main structure	Single storey	load-bearing smooth red engineering brickwork, simple basilica plan, arched aisle openings with no apse
Main roofs	Church	dual pitched, to nave and organ chamber, mono pitched to aisles. 7no. exposed timber queen post nave trusses, timber aisle beams and single purlin. Slate coverings PVC-u rainwater goods
Location	Urban/ semi-rural setting	
		Detached, elevated corner site, gentle downward slope north to south and west to east.
		Metal fenced grounds laid to grass with mature tree (ash) / shrub planting.
		No churchyard. No car park.
		Church Hall to west
Telephone	07769215910 07527974045	Peter Witton Church Warden and Treasurer Farther Carl Peters.
Sketch plans	Attached	

SECTION 2

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2.1 Exterior

General description

2.1.1 North elevation

2.1.2 East elevation

2.1.3 South elevation

2.1.4 West elevation

2.2 Interior

General description

2.2.1 Porches

2.2.2 Nave and aisles

2.2.3 Choir and Sanctuary

2.2.4 Vestry Lobby

2.2.5 Clergy vestry

2.2.6 Organ Blower Room

2.2.7 Choir vestry

2.2.8 Boiler Room

2.3 Heating installation

2.4 Electrical installation

2.5 Site and external surrounds

2.6 Specialist reports

2.1 EXTERIOR

GENERAL DESCRIPTION

Roofs	<ul style="list-style-type: none">• Dual pitched, timber rafters over purlins supported on 7 Queen post trusses.• Mono pitched with timber rafters and single purlin to aisles
Coverings	<ul style="list-style-type: none">• Welsh slates
Bellcote	<ul style="list-style-type: none">• Brick with dressed stone capping.
Flashings	<ul style="list-style-type: none">• Lead
Gutters, rainwater pipes	<ul style="list-style-type: none">• pvc
Eaves/ gables	<ul style="list-style-type: none">• Timber fascias with exposed purlins to gable overhangs and exposed rafters to eaves.
External walls	<ul style="list-style-type: none">• Imperial smooth red brickwork
Plinths	<ul style="list-style-type: none">• brickwork
Lintels and arches/reveals	<ul style="list-style-type: none">• round headed tapered brick soldiers
Pointing	<ul style="list-style-type: none">• Flush pointing
Window openings	<ul style="list-style-type: none">• Single with semi-circular/ round heads with brick reveals and cills some with hood moulds,• Circular with stepped reveals , all in brickwork• Flat brick arches to service doors• Stained/clear glass with lead comes.• Powder coated wire window guards to most; Polycarbonate sheet to W21.
Glazing	
External doors	<ul style="list-style-type: none">• Vertical pine boarded with decorative 'C' strap work to south door• Plain boarded to north door, east vestry door and boiler room
Frames	<ul style="list-style-type: none">• Painted timber. black pvc-u to south clerestory
Threshold	<ul style="list-style-type: none">• Concrete: level access
Lightning conductor	<ul style="list-style-type: none">• On west elevation
DPC	<ul style="list-style-type: none">• ? slate? Mortar covered
Steps/ ramps	<ul style="list-style-type: none">• Concrete steps up at south porch and clergy vestry, down to basement. Ramp at north door

2.1.1 North Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	g good		
Roof coverings	f fair ridge uneven with some gaps		
Gutters upvc	f	Clean out and repair any defective joints;	2
Rainwater pipes (run across aisle roof)	f	Repair Leaking joints North Aisle between w6/w7 and w11/w12	2
Fascias (painted timber)	f		
External walls	f repointed 2007, some spalled brickwork in plinth to remain	Monitor plinth for further deterioration. Seek advice before replacing	3
Lintels/arches	f		
Windows	f		
Glazing (clear Perspex guards)	f		
Doors/frames	f		
Thresholds	f		
Decoration	f		

2.1.2 East Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f	Repair damaged rafter brackets(purlin ends) to north aisle, south aisle, and chancel	2
Roof coverings (organ chamber)	f		
Flashings/ abutments	f	Monitor abutment flashings regularly to organ chamber /vestry roof for damage/ loose pointing	3
Gutters (Organ chamber)	f	Clean out / check joints for leaks.	2

Rainwater pipes	f	Clean out / check joints for leaks. Repair any defective joints.	2
Fascias	f	Repair /replace rotten fascia boards vestry north	2
External walls	f		
Brickwork	f		
Lintels / arches	f		
Windows	f		
Glazing (polycarbonate protection)	f Polycarbonate badly discoloured	Replace to maximise light and quality of stained glass	4
Doors/frames			
Steps (concrete)	f		
Decoration	f	Decorate repaired rafter brackets/ purlin ends and fascias	2

2.1.3 South Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f (fair) / nvd (no visible defect)		
Roof coverings	f Broken ,missing slates at west verge , above w1/1 and W1/3 and close to nave / aisle abutment	Repoint/rebed ridge tiles!	2
Flashings/ abutments	f		
Gutters	f	Clean out annually following leaf fall	2
Rainwater pipes	f		
External walls	f		
Lintels / arches	f		
Windows (clerestory windows replaced 2014)	f/g		
Glazing (no protection)	f/g		

Doors/frames	f		
Thresholds	f	Level access	
Steps (concrete)	f		
Decoration	f		Paint fascias and gutter boards 2
			Paint Pipe work /conduits or remove if redundant
Cross	f	Cross at east end not vertical	Check fixings and repair if required 2

2.1.4 West Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f	Repair damaged rafter brackets(purlin ends) to nave north	2
Roof coverings (organ chamber)	f	.	
Gutters (organ chamber)	f	Clean out gutter.in annual inspection	2
External walls	f		
Windows (circular)	f		
Glazing (stained glass by Philip Davies 2009)	f		
Plinths	f		
Decoration	f	Decorate/ replace lightning conductor protection guard	2
Bellcote	f	Inspect , bell stock and bell stock pivots by qualified bell hanger	3

2.2 INTERIOR

GENERAL DESCRIPTION

Ceilings	<ul style="list-style-type: none">• Painted plaster in panels between exposed timber trusses and bracketed purlins• Boarded within porch lobbies.
Walls	<ul style="list-style-type: none">• 5 bay brick arcades separating nave and aisles, with exposed brick arches and plastered brick piers.• Oaked pine timber framed panels to divisions, screens and dado• Painted plaster/plasterboard elsewhere.
Floor	<ul style="list-style-type: none">• Pine block(herringbone pattern generally on concrete floor, carpet runners with full carpeting to sanctuary
Window openings	<ul style="list-style-type: none">• Metal frames set directly into brickwork• Timber half round to north clerestory, upvc to south
Glazing	<ul style="list-style-type: none">• Stained/clear glass within lead comes• Frames set directly into stonework.
Doors	<ul style="list-style-type: none">• 6 panel Varnished 'oaked' pine framed .inner porch doors leaded cast glass in mid panels.• Steel facing to south vestry door (choir)
Seating	<ul style="list-style-type: none">• Pine pews in nave/and aisles(from Eppleton 2003-replacing chairs), pine choir stalls on pine platform(front row of stalls removed)
Electrical	<ul style="list-style-type: none">• Main incoming service overhead from southeast with distribution board in organ chamber and boiler controls in south (choir) vestry. (All rewired 1991).• o/h supply to Church Hall on southwest corner• Halogen/tungsten spotlights at piers in nave chancel and aisles• Plain fluorescent pendant fittings elsewhere• No emergency lighting.• No Heat/smoke detector
Heating/ Hot water	<ul style="list-style-type: none">• Gas meter in basement .3gas fired Halstead Best 70 balanced flue boilers in south(choir) vestry serve panel radiators and fan convectors• Electric water heating in south(choir) vestry
Sanitary Fittings	<ul style="list-style-type: none">• Inset sink in South(choir) vestry.

Sound system and Induction loop	<ul style="list-style-type: none"> • Sound reinforcement by way of speakers and induction loop system.(Blaydon Communications) Equipment in Choir (south)vestry
Fire protection	<ul style="list-style-type: none"> • Gen purpose class A powder in old vestry next organ console/electrical switchgear • 9l foam in nave west • 9l water in foyer
Ventilation	<ul style="list-style-type: none"> • Clerestory hoppers • Opening casements in vestries • Fixed wall vent for boiler room
Stairs/steps	<ul style="list-style-type: none"> • 1 chancel step, 1 sanctuary step • 1 step up at vestry lobby from nave.
Balustrades	<ul style="list-style-type: none"> • Oak altar rail
Storage cupboards	<ul style="list-style-type: none"> • Painted timber board to vestries/ vestry lobby.
Altar	<ul style="list-style-type: none"> • Plain timber. Tripartite plain panelled oak reredos with 5 panel raised and capped centre piece, 3 matching flanking panels.
Pulpit/lectern	<ul style="list-style-type: none"> • Simple octagonal panelled pine pulpit • Decorative oak pedestal lectern with eagle
Font	<ul style="list-style-type: none"> • Stone octagonal pedestal with simple detail and lead lined bowl. No cover.
Screens	<ul style="list-style-type: none"> • Oaked pine panelled to north and south porch lobbies with leaded glass inserts. • Timber to Vestry lobby.
Stained glass	<ul style="list-style-type: none"> • All early c-20th to chancel. Small circular above 3 slender round headed. • Of note: West window 'The Gospel Window' Alan Davis 2008
Organ	<ul style="list-style-type: none"> • 1992 by Nelson of Durham. 2 manual pipes: 14 playing stops, in oak case. Refurbished 2004
Works of art/ artefacts	<ul style="list-style-type: none"> • Lady chapel altar in pine • Pedestal lectern in oak • Aumbry in oak • Stations of the Cross in north and south aisles
Bells	<ul style="list-style-type: none"> • Single bell in open bellcote , gifted 1985

2.2.1 South Porch

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings Painted boards Walls	f Paint crazing f		
Doors	f 1 cracked margin to rh leaf		
Ironmongery	f		
Window openings	f		
Glazing	f		
Decorations	f		
Flooring (wood block)	f Lifting below west window	<ul style="list-style-type: none"> • Refit loose blocks 	2
Electrical	f	<ul style="list-style-type: none"> • Check and test circuits 	2
Heating	none		
Fire protection (9L water) Ventilation	Nvd (tested 02/21) none	<ul style="list-style-type: none"> • Maintain annual service 	2
Mats/Mat well Coir matting	f		

2.2.2 South Aisle

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f Blistering paint to plasterwork between w26 and w 27	<ul style="list-style-type: none"> • Check rainwater goods from Nave roof and Repair • Allow plaster work to thoroughly dry before re-decoration 	2
Woodwork	f		
Doors	f		
Ironmongery	f		

Window openings	f		
Glazing	f		
Decorations	f	<ul style="list-style-type: none"> Decorate wall with breathable water-based paint 	3
Flooring (herringbone wood block)	f	Blocks worn but serviceable. Some uneven /loose above cracks in concrete sub structure, adjacent piers. Cracks dry. <ul style="list-style-type: none"> Clean/ fill exposed cracks with epoxy mortar. Refit loose blocks. Monitor for further movement. 	2
Seating	f		
Electrical 3 spotlights @ arch spandrels	nvd	<ul style="list-style-type: none"> Check and test circuits 	2
Heating 2 hot water convectors	nvd	not on @ time of inspection	
Fire protection	nvd		
Ventilation	f	<ul style="list-style-type: none"> Overhaul all opening lights 	2

2.2.3 North Porch

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings (painted boards)	f		
Walls	f		
Woodwork: oaked screen	f		
Doors	f		
Ironmongery	f	<ul style="list-style-type: none"> Overhaul outer door 	2
Glazing	f	Outer door rose missing/ loose	
Decorations	f		
Flooring	f		

Electrical	f	• Check and test circuits	2
Heating	none		
Fire protection	none		
Ventilation	none		
Mats/Mat well Coir matting	f		

2.2.4 Nave

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f	Continue to monitor the repaired crack in the brick work arch ,east side , inboard of the south porch for any signs of further movement	3
Woodwork	f		
Doors	f		
Ironmongery	f		
Windows (clerestory) Glazing	f (Upvc replacements) f		
Decorations	f		
Flooring	f (see south aisle above)		
Electrical: internal floodlights at eaves	f	• Check and test circuits	2
Heating Fire protection	f powder 2kg serviced 02/21		
Ventilation	none		

2.2.5 North aisle

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f		
Woodwork (dado panelling)	f		
Doors	f		
Ironmongery	f		
Window openings	f		
Glazing (mixture of clear and obscure)	f	<ul style="list-style-type: none"> • Repair cracked glass w2 lower right 	3
Decorations	f		
Flooring	f (see south aisle above)		
Electrical: 3 spotlights @ arch spandrels	nvd		
Heating: 2 hot water convectors	nvd not on @ time of inspection		
Fire protection	none		
Ventilation	none		
Seating (Pine pews)	f		

2.2.6 Chancel

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings (Painted plaster/exposed trusses)	f		
Walls	f Flaking paintwork southeast corner above string course.	<ul style="list-style-type: none"> • check guttering free of leaks/ blockages. <p>(? possible residual drying out)</p>	1 / 2
Woodwork: altar rail, dado panelling	f		
Doors (panelled to vestry)		<ul style="list-style-type: none"> • Ease door 	2
Ironmongery	f	<ul style="list-style-type: none"> • Adjust latch 	2
Windows	f		
Glazing	f W1/12 north wall bowed, with some cracked	<ul style="list-style-type: none"> • Monitor for any further deterioration 	3
Decorations	f		
Flooring	f		
(oak strip where choir stalls removed)			
Electrical: internal floodlights at eaves	nvd	<ul style="list-style-type: none"> • Check and test circuits 	3
Heating	nvd		
Fire protection	Nvd tested 02/21		
Seating: choir stalls and clergy desk	f		

(later alterations)
Altar rail **f**

2.2.7 Organ Chamber

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings (painted plaster)	f		
Walls	f some water staining at mid-level on south wall. <i>(?residual drying out following previous repairs)</i>	<ul style="list-style-type: none"> • Monitor over 12 months 	2
Woodwork	f		
Doors (vestry door)	f		
Ironmongery	f		
Window opening	f Some efflorescence in bwk reveals.w23/w24 <i>(?residual drying out following previous repairs)</i>	<ul style="list-style-type: none"> • Remove by brushing and monitor 	2
Glazing (Obscure leaded lights)	f 2no cracked panes w24. 1 no cracked pane w23	<ul style="list-style-type: none"> • Replace cracked glass, to prevent water ingress 	2
Decorations	f		
Flooring (Oak block)	f Uneven /loose at door to south aisle	<ul style="list-style-type: none"> • Repair 	2
Electrical Pendant fitting (incoming supply, consumer unit on east wall)	f	<ul style="list-style-type: none"> • Check and test, 	3
Heating:	none		
Fire protection: 2kg CO2	nvd tested 02/21		
Ventilation	none		
Insulation	none		

**2.2.8 South (choir) Vestry (not inspected-door locked)
The condition remains as 2015 until notified otherwise.**

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f		
Woodwork	f		
Door: 6 panel with steel plate overlay Ironmongery (3 lever deadlock)	f	Suggest intumescent door seals for fire protection	4
Sanitary ware	f		
Decorations	f		
Flooring: (carpet over solid)	f		
Electrical: Pendant fitting, Heating controls	f	• Check and test system.	3
Heating: 3 Halstead Boilers on east wall with flues+ header tank @ high level	nvd		
Fire protection	none	• Consider smoke alarm	4
Ventilation: opening window , lh	f 2 cracked panes	• Replace cracked glass	3
Sanitary ware (sink unit + Stanton water heater)	f	• Check and test water heater. • Consider replacement sink cpd	2 4

2.2.9 Vestry lobby

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings: (painted plaster)	f		
Walls	f		
Woodwork	f		
Doors: Oaked 4 panel	f		
Windows	f		
Glazing	f	<ul style="list-style-type: none"> • Overhaul opening lights 	2
Decorations	f		
Flooring: carpet over boards	f		
Electrical: wall mounted fittings	f	<ul style="list-style-type: none"> • Check and test system. • Certificate dated 18/11/21 	
Heating/ plumbing: panel radiators	none		
Ventilation	f (see windows above)		
Cupboards (Painted timber)	f		

2.2.10 North (Clergy) vestry

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings: (painted plaster with exposed timbers)	f		
Walls (painted plaster- no dado panels)	f		
Woodwork	f		
Doors	f		
5 panel from lobby, framed ledged and braced to outside.)			
Ironmongery	f		
Window openings (W16,W17)	f		
Glazing: (Hopper vent to W16)	f	<ul style="list-style-type: none"> • Overhaul 	3
Decorations	f		
Flooring: (woodblock)	f	uneven but serviceable)	
Electrical: (pendant fluorescents)	f	<ul style="list-style-type: none"> • Check and test. 	3
Heating (single radiator on north wall)	f		
Mat/mat well (inset coir)	f		

2.2.11 Boiler Room (redundant)

Redundant oil tank remains + some distribution pipe work.
Gas fired boilers in vestry above.

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceiling: (iron beams and block infill)	f		
Walls: (brickwork)	f efflorescence on north wall, and evidence of water leakage. (/? Rainwater ingress from redundant chimney?) possibly residual drying out	<ul style="list-style-type: none"> • Check roof coverings, eaves detail, guttering, and abutment flashings. Water supply pipe work. • Remove efflorescence and • Monitor for change 	2
Door (flb boarded with vent grille)			
Flooring: (concrete)	f damp evident	<ul style="list-style-type: none"> • Clean floor removing any detritus/ rubbish 	2
Electrical: pendant fitting, Sub mains isolator)	f	<ul style="list-style-type: none"> • Check and test. 	2
Heating Gas meter and insulated service pipe work to above	f		
Drainage (floor falls to outside gully)	f Flooding resolved with Northumbria Water)		

2.3 HEATING/PLUMBING

ITEM	CONDITION	WORK REQUIRED	PRIORITY
System: • gas fired/steel/ / copper pipes and radiators, • meter (gas) in basement	f	<ul style="list-style-type: none"> • Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement • Gas safety Certificate 01/2021? 	2
Boilers: 3 no condensing gas boilers (wall mounted)	Nvd (not operational @ inspection)	<ul style="list-style-type: none"> • Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement 	2
in South Vestry			
Mains water: incoming service from external stop cock	Not inspected	<ul style="list-style-type: none"> • Check regularly stop cock valves to ensure easy action in event of emergencies 	2

2.4 ELECTRICAL

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Installation (new installation 1991)	f	<ul style="list-style-type: none"> • Check and test by NICEIC electrical engineer. • Last test 05/2021? • Consider emergency lighting and smoke detection 	3 4
<ul style="list-style-type: none"> • Main fuses Located in (Organ Chamber) • Earthing • Wiring • Switching • Light fittings • Power circuits • Special lighting • External lighting 			
PA system	nvd		
Induction loop	nvd		
Lightning conductor: west wall	Nvd	<ul style="list-style-type: none"> • Check and test. • Last test 23/04/2021? • Decorate protective sleeve 	3

2.5 SITE AND EXTERNAL SURROUNDS

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Basement area access to boiler room	f steps well-worn and slippery in wet weather; metal guarding serviceable, but no handrail		
Trees and hedges (mature Common Ash by North door)	f	<ul style="list-style-type: none"> • Continue regular inspections by qualified arborist; • implement recommendations • Consider reducing canopy to ash tree to minimise rainwater runoff soaking walling/ wind damage to roof coverings 	3
External steps: south door (stone cappings to brick walls. Stone steps)	f Walling replaced		
Open area (laid to grass)	f well cared for		
North Vestry Steps	f/g walling replaced	•	2
Paths/hard standing. (concrete pavings to west side, concrete approach, and north entrance ramp)	f uneven pavings to west gable,	• Re-lay pavings to level/even fall	2
Gates: 2no –to south main entrance and east side)	f		
Boundary fencing (Powder coated metal palisade)	f		
Notice board.	f		
Manholes/ gullies	f	• Flush out on a regular basis, keeping gullies free of debris	2

2.6 SPECIALIST REPORTS

ITEM	WORK REQUIRED	PRIORITY
Heating/plumbing	Obtain annual service inspection report.	2
Electrical	Obtain inspection report	3
Lightning conductor	Obtain report	2
Trees	Obtain arborist report	2
Bells/headstock	Obtain report from Qualified bell hanger	3

SECTION 3 APPENDICES

3.1 SCOPE OF THE REPORT

This report is based on the findings of a purely visual inspection such as can be made at ground floor and/or other floor levels, and from other readily accessible positions, or from ladders and any readily accessible roofs, galleries or staging.

Parts of the structure which are inaccessible, closed or covered, such as boarded floors, roof spaces, or hidden timbers at wall heads, or other locations which have not been opened up for inspection are excluded, unless otherwise stated in the report. The inspection may reveal that further or more detailed investigations are necessary.

Such woodwork or other parts of the structure which are covered, unexposed or inaccessible have not been inspected and therefore it is not possible to report that any such part of the property is free from defect.

Where it is suggested that some parts of the building are kept under observation, this is intended to be for the attention and guidance of the PCC and also for the future inspection of the property.

3.2 FORM OF THE REPORT

i. GENERAL

This report is a **Summary Report** as required by the Inspection of Churches Measure.

One copy of the report should be kept with the **Church Logbook** for future reference.

Professional Advice should be obtained in determining appropriate repair work and the preparation of appropriate documentation for implementation. The Architect will be willing to assist the PCC in these matters.

The conservation and repair of churches is a quite specialised field or work: care and skill are necessary to ensure that repairs are technically and aesthetically the best that can be achieved. To this end and to avoid wasting money, a fully detailed specification with appropriate drawn information should be provided, to enable best-informed estimates to be obtained. The work should only be entrusted to suitably-qualified contractors/tradespeople, under guidance from a suitably qualified professional.

Early discussion with the Archdeacon will confirm the correct and up-to-date procedures to be followed with regard to Faculties and Approvals.

ii. PRIORITIES

Where work has been specified as being necessary in the preceding pages, a code number from **1 – 4** has been inserted indicating the degree of urgency of the relevant works as follows:

- 1 requires immediate attention.
- 2 should be dealt with within the next 12 months
- 3 advisable to be completed before the next Quinquennial.
- 4 ultimately desirable, but not at present essential

3.3 ELECTRICAL INSTALLATION

The report on the electrical installation is based upon a visual inspection of the main switchboard and of certain sections of the wiring at random and without the use of instruments.

Any electrical installation should be tested every quinquennium, and **IMMEDIATELY** if not done within the last 5 years, by a competent and registered NICEIC electrician.

A **Resistance and Earth Continuity Test** should be obtained on all circuits and the report kept with the **Log Book**.

The electrical installation should be installed and maintained in accordance with

- the current edition of the **IEE Regulations**
- **The Lighting and Wiring of Churches** (a Council for the Care of Churches publication)

3.4 LIGHTNING CONDUCTORS

Any lightning conductor should be tested every 5 years (in addition to any work recommended in this report) in accordance with the current British Standards and carried out by a reputable firm recommended by the National Federation of Master Steeplejacks and Lightning Conductor Engineers.

3.5 HEATING INSTALLATION

The comments made in this report are based on a visual superficial examination of the system and its general condition.

A **full examination and test** should be carried out by a reputable qualified heating engineer as part of an **Annual Inspection and Maintenance Contract**, ideally in the summer months.

Details of the report from such a test should be kept with the **Log Book**.

3.6 FIRE PRECAUTIONS

The PCC is advised that the Fire Insurance cover should be annually reviewed.

The local **Fire Prevention Office/Ecclesiastical Insurance Group** should be consulted with regard to the recommended fire precaution measures for the building.

At least 2 general purpose extinguishers should be provided plus additional special extinguishers for

- Organ
- Boiler house

3.7 SECURITY

As thefts from churches are becoming more prevalent, it is important that all artefacts in the premises are recorded, photographed, and if possible, security marked.

The local **Crime Prevention Officer** and **Ecclesiastical Insurance Group** should be consulted.

All external doors should be fitted with good quality locks.

3.8 REGULAR MAINTENANCE BETWEEN QUINQUENNIALS

Regular inspection and correct maintenance of the church fabric is extremely important to minimise costly repairs and combat vandalism by improving the appearance of the church.

Water ingress prevention and good drainage particularly, are imperative to good housekeeping. The church is advised to enter into an arrangement with a local contractor to clean out gutters, downpipes and drainage gullies at least once, if not twice, a year.

3.9 BELLS AND CLOCKS

Bells, their frames and supports are often not easily accessible but do need to be inspected and maintained by a suitably qualified bell hanger on a regular basis.

Clocks should also be inspected and maintained on a regular basis but preferably by the makers' appointed engineers.

3.10 ORGAN

The church is advised to enter into an annual contract with a specialist for tuning and maintaining the organ, particularly where the instrument is of historical or musical interest.

3.11 PROTECTION OF BATS

The **Wildlife and Countryside Act 1981** introduced legislation to protect bats. Inform **English Nature** if bats are discovered in the church.

3.12 TREES

The church is responsible for caring for all trees within the churchyard. The church is advised to obtain a report on their condition from a registered arboriculturist and keep it updated regularly.

Seek consent from the Archdeacon for any work to the trees. Some may have preservation orders placed upon them. Any work to preserved trees or trees within a conservation area must also have the approval of the Local Authority.

3.13 EQUALITY ACT 2010

All churches should be compliant with the relevant parts of this Act, although in some listed buildings this may not always be possible.

Churches must have taken all reasonable steps to make the building accessible to all. 'Reasonable steps' will vary from church to church, but are judged upon existing facilities and the amount of money it would take to make them inclusive to all users.

To identify what needs action, consider undertaking an Access Audit of the church and its grounds. Examples of access audit formats can be found on Internet.

SECTION 4 SUMMARY OF WORK

To be read in conjunction with Section 2 detail

4.1 North Elevation

- 2 Clean out / repair gutters /fall pipes
- 2 Decorate gutter/ fall pipes /fascia boards

- 3 Monitor plinth brickwork deterioration

4.2 East Elevation

- 1 Check/repair guttering to organ chamber

- 2 Repair damaged purlin brackets/ fascia boards

- 4 Replace discoloured polycarbonate window protection

4.3 South Elevation

- 2 Repoint/rebed ridge tiles
- 2 Clean out gutters/ fall pipes/ repairs joints/ check abutment flashing beneath clerestory
- 2 Decorate gutter /fascia boards
- 2 Check /replace chancel apex cross fixings

4.4 West Elevation

- 2 Repair damaged purlin brackets
- 2 Clean out gutters to organ chamber/ repair as required/ paint inside gutters
- 2 Decorate/replace lightning conductor conduit cover

- 3 Inspect bell stock/bell stock pivots

4.5 South Porch

- 2 Re fix loose/uneven floor blocks

- 3 Check and test electrics

4.6 South Aisle

- 2 Repair floor cracks, Re fix loose/uneven floor blocks
- 2 Repair paint / plasterwork / dado panelling

- 3 Check and test electrics

4.7 North Porch

- 2 Overhaul outer door ironmongery
- 3 Check and test electrics

4.8 Nave

- 2 Overhaul clerestory vents north side
- 3 Check and test electrics
- 3 Monitor repair to brick arch south Nave inboard of South Porch for any signs of further movement.

4.9 North Aisle

- 2/3 Repair cracked window glass w8+w11
- 3 Check and test electrics

4.10 Chancel

- 2 Check/Clean out gutter south side/ effect repairs (flaking decoration)
- 2 Ease north vestry door/adjust latch
- 3 Check and test electrics

4.11 Organ Chamber

- 2 Monitor water staining
- 2 Remove efflorescence from brickwork in window reveals
- 2 Replace cracked glass in W22 and W23
- 2 Repair loose uneven floor blocks
- 3 Check and test electrics

4.12 South (choir) Vestry

- 2 Check and test Water heater
- 3 Replace cracked window glass w22
- 3 Check and test electrics
- 4 Suggest intumescent door seals
- 4 Consider smoke alarm
- 4 Consider replacement sink unit

4.13 Vestry Lobby

- 2 Overhaul opening lights
- 3 Check and test electrics

4.14 North (clergy) Vestry

- 3 Overhaul window hopper and repair glass
- 3 Check and test electrics

4.15 Basement Boiler Room(redundant)

- 2 Investigate water ingress from above on north wall. Clean off efflorescence and monitor
- 3 Check and test electrics

4.16 Heating and Plumbing

- 2 Obtain annual service inspection report
- 2 Check stop valves regularly to ensure easy action in event of emergencies

4.17 Electrical

- 3 Obtain inspection report
- 3 Obtain test notice on earth protection/lightning conductor as part of inspection
- 3 Decorate protective sleeve on west wall
- 4 Consider emergency lighting and fire detection

4.18 Site and Externals

- 2 Adjust pavings on west side
- 2 Flush out gullies and manholes regularly
- 3 Obtain updated arborists report for consideration