QUINQUENNIAL INSPECTION REPORT

St Mary's, Coxhoe

2022

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Cover Image: Church of St Mary, Coxhoe
All images are by Crosby Granger Architects unless specified

CROSBY GRANGER ARCHITECTS

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1.0 General Information

1.01 Name of Church and Archdeaconry

St Mary's Church, Coxhoe.

Archdeaconry of Durham.
Deanery of Sedgefield.

1.02 Name and contact of Adviser with qualifications

CHLOE GRANGER Architect, AABC, SPAB Scholar
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Signed: .....

1.03 Form of the Report

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

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

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

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

1.04 Specific limitations of the report

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

1.05 Dates of Inspection and previous inspection

The inspection was carried out on the 26th April 2022. The previous inspection was carried out by Chloe Granger on 3rd August 2015.

1.06 Weather on day of inspection

The weather on the day of inspection was showery and cold.

1.07 Brief Description of the Building and Listing Grade

St. Mary's Coxhoe is unlisted. The Church was built in 1868 to designs by Roland J. Withers of London, of which two drawings are displayed in the vestry.

The Church is of simple plan, with Nave and Chancel, with the north wall of the Nave arcaded ready to take a North Aisle, although this was never built. The North Aisle opening was temporarily blocked off with a brickwork masonry wall built directly behind the arcading, plastered on the inside and rendered externally, though that wall still remains to this day. There is a 1980s extension to the north west of the Nave, housing kitchen, toilet and small community room.

Externally walls are of local sandstone in rough faced squared rubble brought to courses, with ashlar dressed window openings, quoins and door openings.

The roofs are pitched, and finished with Welsh slate.

Internally the walls are plastered and painted with dressed ashlar window openings, chancel arch, north wall arcading complete with faces on label stops. Dressed corbels support a trussed roof.

The roof structure is fully exposed with a scissor truss arrangement with decorative infill panels and soffit boarding in line with the pitch. The structure is the same to both nave and chancel, all stained dark.

View from Nave to Chancel

The 1980s extension is a simple lean-to, of squared stone externally, most probably built in a cementitious mortar with cavity wall, plastered and painted internally. It is of functional design and mediocre quality. There is a concrete ramp running across the main west gable of church, leading to the external door of the community room.

1.08 General condition of the Building

The general condition of the building is fair. There are clear issues with rainwater discharge, mainly at ground level, which is leading to saturation of masonry and this is reflected internally with deteriorating stone and plasterwork, made worse by the poor choice of mortar, sealants and paints.

The vast majority of the church has been re-pointed in a cementitious mortar which is causing accelerated stone decay, particularly at low level. There appear to have been numerous episodes of patch pointing, of varying quality. However the recent lime pointing the Porch is of good quality.

The sealants and masonry paints that have been recently used to try and combat some of the damp issues will only serve to exacerbate the situation. It is important that any materials applied to the building are breathable to ensure that moisture

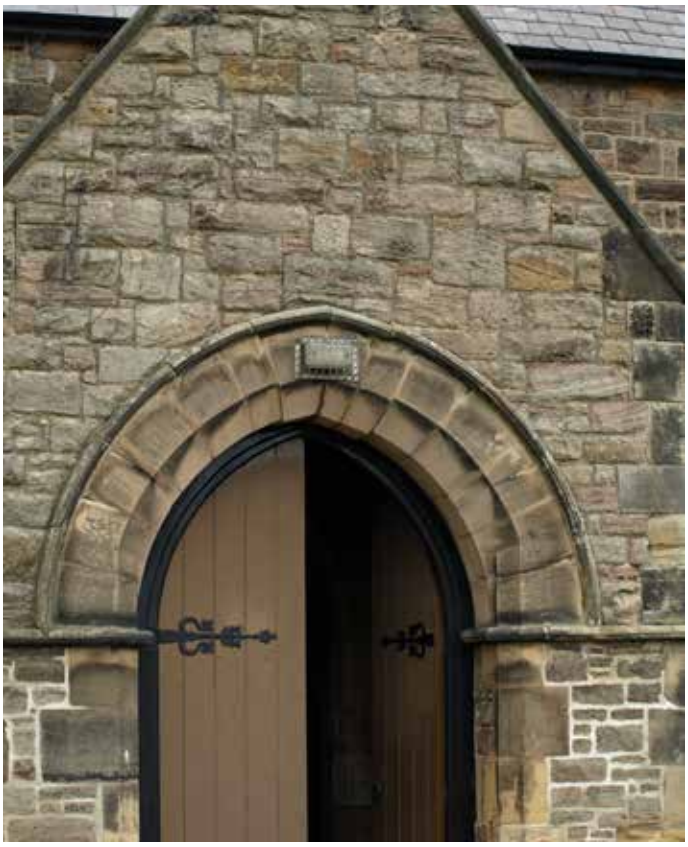
does not become trapped and cause deterioration of the masonry externally, or failing of plaster and finishes internally.

The roof coverings are now in need of attention, with numerous broken, slipped or missing slates, and areas of poor quality repairs that have been carried out recently.

Gutters and seedlings continue to embedding themselves in openings in masonry at high level and should all be removed regularly to ensure moisture is not held against the building or overflowing from gutters and downpipes. Relatively new pvc gutters are now causing problems of their own.

STRUCTURAL ISSUES:

- 1980's extension, substantial cracks in the north and west walls, seen in masonry,
- Substantial cracks in north elevation of vestry,
- Cracks around kneelers and surrounding masonry to chancel and nave gables, indicating slipping watertabling. The eaves kneelers are of inadequate length to resist rotation. The intermediate kneelers are not true kneelers as the coping is not attached to the body of the stone,
- Hairline cracks above chancel east gable hoodmould and below window cill. Opening of joints in southern lancets and roundels of main east chancel window,
- Minor cracking above windows to south elevation of chancel
- Opening of joints to entrance arch of south porch and dropped key stone and voussoirs,
- Internal cracks above windows to south aisle and south chancel, north window of chancel, chancel east gable arched opening, chancel arch column shaft,


Porch doorway, with dropped voussoirs

The soft clay ground conditions are most probably contributing to ground movement around the 1980s extension. This is causing settlement and substantial cracking in the masonry of the extension, made worse by its construction in a cementitious mortar rather than a more flexible lime mortar.

Anecdotal evidence suggest a high water table locally. This, in conjunction with a clay soil and the seasonal action of the mature deciduous trees close to the north of the building may be at the root of the ongoing structural movement issues. It is likely that the foundations of the church are not entirely adequate for the soil conditions.

Although Coxhoe developed as a mining settlement there is no suggestion that mine workings are responsible for the movement observed in the structure.

1.09 Safety aspects of the Building

There are a few areas of loose roofing slates which require fixing.

1.10 Schedule of Works completed since the previous report

- Repair of stained glass in east window
- Repair of Chancel floor following heating leak
- Gutters & gullies cleared, drains cleared, 2016
- Sapling removed from Nave coping, 2016
- Patch pointing to stonework of extension, 2016
- Patch pointing (lime) to Porch gable, 2016
- Slating repairs following storm damage, 2017
- Slating repair to west end of Nave roof, south side, 2017
- Slating repair Chancel roof, 2018
- Woodblock flooring re-fixed
- Cleared gutters (annually)
- Organ tuned twice a year
- Boiler serviced (annually)
- Replacement of lead water supply pipe (Northumbria Water, 2016)
- WC pan & cistern replaced
- New boiling water tap for Kitchen
- Extractor fan for Kitchen
- Painting to Chancel (2021)
- Repair to Meeting Room roof (2022)

1.11 Work outstanding from the previous report [items listed are those that are still considered necessary]

ESSENTIAL WITHIN 6 MONTHS:

- Slate repairs/replacements where slates have slipped, are broken or are missing across all roof pitches. Also replacement of slates that have been holed at their bases, and of composite slates. Repair/re-dressing of leadwork.
- Brush down the friable stonework in the porch and to dressed masonry cills and deteriorating columns internally to monitor their drying out
- Unblock below floor ventilation – ventilation bricks (stones with holes in) at low level on external walls of nave

ESSENTIAL WITHIN ONE YEAR:

- Clear all encroaching vegetation at ground level from the area to the north of the nave – clear it out, turn the soil and perhaps lay to turf to encourage earth to dry out, alleviate the damp conditions that exist currently and provide an easily maintainable surface.

-Break away a strip of minimum 1ft width of the concrete ramp against the west gable wall and fill with gravel to relieve some of the splash-back to the walling masonry. Long-term, this ramp should be removed and another solution sought. Re-point plinth masonry to west gable and to porch, using lime mortar.

- Re-point areas of masonry behind downpipes and outlets where joints are open and/or there is algae build up. Point up movement cracks in vestry and chancel masonry, and to main east window, to allow monitoring and prevent water ingress.
- Carry out brick repairs where necessary to north elevation buttresses at low level, ensuring stability, all in lime mortar.
- Re-fix loose woodblock flooring - near vestry and any other areas that have come loose

Gutter cleaning is needed freqently

- Stabilisation of boundary wall to old school house, propping if unstable
- Making good plaster where affected by damp
-

ESSENTIAL WITHIN TWO YEARS:
- Paint repaired heating pipework on north nave in gold to match existing
- Repair areas of defective plasterwork where damp has caused blistering of paint and plaster. Do not paint in sealant or masonry paint. Only breathable, lime-based materials should be used in future.
- Inspection of the nave and chancel chandeliers to check for security (light fittings, fixings, wiring etc).
- Lag pipes in heating chamber, add collar to boiler flue where exits roof through lead sleeve.

NECESSARY WITHIN FIVE YEARS:
- Rake out and re-point all masonry to plinth around perimeter of church in lime mortar.
- Re-bed all watertabling, including stitching or replacement of broken slabs and replacement of broken kneeler on porch. Re-bed in a straight and true manner, all in lime mortar. Re-bed and re-point all ridge tiles, including replacement tiles where existing are broken. All using lime mortar
- De-frass all window ferramenta, ensuring access into sockets is gained. Paint in anti-rust primer and re-paint. Replace all wire mesh guards in powder-coated stainless steel grilles, formed to sit within reveals as existing, secured with stainless steel fixings.
- Free off the bell mechanism, de-rust ironwork and repaint, lubricate moving parts.

1.12 Records and Health and Safety file

There is a full log book with all receipts, invoices and details of works carried out held by the Church Warden. The log book is carefully managed and well collated.

It is now being digitalised.

All outstanding works from the last report (as noted above) that are deemed relevant have been included within the recommendations of this report. Please note; all works must be specified, overseen and approved by the inspecting architect or other conservation accredited professional to ensure quality and appropriateness of workmanship. This is not a schedule of works, only identification of where works are required - a full specification and schedule should be drawn up prior to repair works being carried out. The following costs are very basic estimates only - proper quotes should be obtained from appropriate crafts/tradesmen prior to works being carried out.

2.0 | Recommendations for Repairs

ITEM	RECOMMENDED WORKS AND URGENCY	APPROX. £s
2.01	**Urgent works requiring immediate attention**	
a)	Slate repairs/replacements where slates have slipped, are broken or are missing across all roof pitches. Also replacement of slates that have been holed at their bases, and of composite slates. Repair/re-dressing of leadwork.	£3,000
b)	Removal of all vegetation in gutters and those growing in crevices in stonework generally, and specifically at abutment of west pitch of vestry to nave/chancel. Clear all gutters generally.	£1000
c)	Clear all gullies at ground level, including kitchen waste gully. Lift stone covers at base of downpipes and inspect/clear gullies below.	DIY
d)	Brush down the friable stonework in the porch and to dressed masonry cills and deteriorating columns internally to monitor their drying out	DIY
e)	Unblock below floor ventilation – ventilation bricks (stones with holes in) at low level on external walls of nave	DIY
f)	Continue discussions with the Council about the churchyard.	DIY
2.02	**Works recommended to be carried out during the next 12 months**	
a)	Monitor effectiveness of drainage system during heavy rainfall. Check integrity of all gutters, outlets, downpipes, gullies. May require camera to inspect locations of drainage runs and condition of pipes. Record findings, take appropriate action.	£1,500
b)	Clear all vegetation at ground level from the area to the north of the nave, grass over.	£1000
c)	Break away a strip of minimum 1ft width to the concrete ramp against the west gable wall and fill with gravel to relieve some of the splash-back to the walling masonry. Long-term, this ramp could be removed and another solution sought. Re-point plinth masonry to west gable and to porch, using lime mortar.	£3,000
d)	Patch re-point areas of masonry behind downpipes and outlets where joints are open and/or there is algae build up. Point up movement cracks across all elevations, to allow monitoring and prevent water ingress.	£3,000
e)	Carry out brick repairs where necessary to north elevation buttresses at low level, ensuring stability, all in lime mortar.	£500
f)	Re-fix loose woodblock flooring - near Vestry and any other areas that have come loose	£250
2.03	**Works recommended to be carried out during the next two years**	
a)	Paint repaired heating pipework on north nave in gold to match existing	DIY
b)	Repair areas of defective plasterwork where damp has caused blistering of paint and plaster. Only porous paints and finishes to be used.	£4,000
c)	Inspection of the nave and chancel chandeliers to check for stability (light fittings, fixings, wiring etc).	£500
d)	Lag pipes in heating chamber, add collar to boiler flue where it exits roof	£500

2.04	**Works required to be carried out within the next five years**	
a)	Rake out and re-point all masonry to plinth around perimeter of church in lime mortar.	£15,000
b)	Re-bed all watertabling, including stitching or replacement of broken slabs and replacement of broken kneeler on porch. Re-bed in a straight and true manner, all in lime mortar. Re-bed and re-point all ridge tiles, replace any broken, and re-lay upper 3 courses of slates to Nave south pitch. All using lime mortar	£15,000
c)	De-frass all window ferramenta, ensuring access into sockets is gained. Paint in anti-rust primer and re-paint. Replace all wire mesh guards in powder-coated stainless steel grilles, formed to sit within reveals as existing, secured with stainless steel fixings.	£5,000
d)	Free the bell mechanism, de-rust ironwork, repaint, lubricate	£1,500
2.05	**Works required to be carried out in the longer term**	
a)	Refurbish extension – fit new windows, re-render plinth, internal refurbishment	£10,000
b)	Remove plastic window vents from nave aisle windows and replace with plain glazing. Replace broken quarrels to west window and Vestry window.	£4,000
c)	Repair of stone and brick boundary walls to south of car park/ entrance pathway and east of churchyard	£8,000

The church is notable for its high quality furniture and rood screen.

2.06 General Recommendations

A key concept in the repair of traditionally built masonry structures is the need for highly porous mortars, renders and coatings. Moisture must be able to evaporate readily through the mortar joints in order to allow the wall to dry out. If hard and impervious cement mortar are used then moisture becomes trapped in the joints. This then has to evaporate out through the stone, and as it does so a concentration of soluble salts builds up near the surface which causes the structure of the stone to break down. For this reason only soft lime-based mortars are suitable for use on stone buildings.

Modern sealants and 'waterproofing' compounds can, despite manufacturer's claims, cause similar damage to natural stone and should be avoided.

|3.0 |External Elements

3.01 Roof Coverings

Poorly matched and laid slates, with many broken or slipped. Ridge tiles broken and poorly bedded and pointed.

Porch roof: numerous slipped, broken and uneven slates

All of the original roofs are laid with Welsh slate and the 1980s extension is laid with an artificial slate.

There are quite a lot of broken, slipped, missing and replacement slates across all pitches. There are quite a number of slates that are also delaminating and splitting, showing their age, which will now be 130 years old.

Many of the replacement slates have been replaced in composite materials that have been fixed at their bottom edges using hooks. Other replacements that have been replaced in natural slate have been holed and fixed at the bottom rather than using tabs, which is not a satisfactory solution and may be causing water penetration.

All roofs are now in need of attention, especially the higher courses of the Nave south slope.

To the Chancel, the ridge tiles have open joints and appear to be slightly out of line. There are various areas of patchwork slate repairs that have either failed again or have been carried out poorly in the first place.

The lead work of the Chancel abutment cannot be seen as it is covered with a cement fillet. It is assumed that there are lead soakers and lead flashings to both the Nave abutment and to the underside of the watertabling to the east gable.

To the Nave there are large areas of replacement slates, some of which are a poor match to the original slate. It appears that many of the slates along the ridge, (the top first and second courses), have been replaced on the south pitch, and are damaged and broken on the north pitch, indicating some work to the ridge - perhaps re-bedding.

There is an area of slating above the Porch, on the south pitch of the Nave, where the roof covering appears to be sagging, which could indicate deteriorated timbers below. It is reported that this area has been opened up and re-slated. The quality of the re-slating is poor.

The slating to the north pitch of the Nave appears to be in slightly better condition than the south although there are still numerous broken, missing and slipped slates, particularly towards the west end, leaving some vulnerable gaps.

The ridge tiles to the Nave have open vertical joints and to the west end, many have broken top rolls which will be allowing moisture to penetrate into the clay tile.

The lead work to the Nave west gable is covered with cement fillets, as elsewhere, so cannot be inspected.

The Porch roof remains in very poor condition, again with many broken and replacement slates, notably worse on the west elevation pitch. The ridge tiles are broken, ridge pointing loose and falling away, and the cement fillet to the abutment

Vestry roof: broken & mismatched slates, broken ridge tiles

Abutment of Porch roof: cracked mortar fillet, cracked & broken slates, artificial slates incorrectly fixed

with the nave is cracked. Again the lead work to the abutment cannot be fully inspected as it is covered with cement. Water ingress here may be contributing to the masonry problems within the Porch.

The lead work to the Porch gable can be seen and appears to be thin and ageing, although does appear to still be serviceable. The lead work to the each pitch of the Porch would benefit from some redressing.

The slate covering to the Vestry is also in need of repair, with a number of bottom slates chipped and broken at gutter level.

To the Vestry's west pitch, where it abuts the Nave, there is horizontal back gutter; this is full of debris and should be cleared.

The ridge tiles to the Vestry have broken roll tops exposing the raw clay below. The small lead valleys at the abutment of Vestry to Chancel are worn but still appear serviceable.

The roof covering to the extension is imitation slate which looks rather poor quality, but at the time of inspection was in satisfactory condition. It has been built at a very low pitch for a slate roof, possibly making it vulnerable to heavy or driving rain.

3.02 Rainwater goods and disposal systems

All original cast iron gutters have now been replaced with plastic, mounted on new fascias, whereas the cast iron would have been fixed to rafter ends. This creates a new maintenance issue as although the plastic rainwater goods will not require painting, the wooden fascias will. Some of the new plastic guttering is grey, which has been painted black and now obviously requires maintaining. Many of the original downpipes have been retained, but with new plastic fittings attached above and below. This whole arrangement has been poorly considered - a quick fix rather than long-term plan, which is now causing issues of its own. Amongst other problems the gutters appear undersized for the scale of the roof.

The fixings of some downpipes are failing, and these should be replaced with robust stainless steel fixings.

Although the major gutter problem at the abutment of the Vestry to the Chancel east corner has been resolved there are numerous other places where clogged or inadequately sized gutters allow water to wet the walls.

There is algae and vegetation growth behind the downpipe to the north elevation of the Chancel.

All areas of greenery indicate prolonged areas of damp which show leaking downpipes, leaking outlets, or leaking gutters.

Nave south elevation: plastic rainwater pipe with failed fixings

Plastic rainwater pipe with failing paint & rusting fixings, gully clogged with debris.

3.03 Drainage below ground

There are many downpipes that enter the ground directly and it is not known if these lead to soakaways or some other provision. Some downpipes stop short of the ground and are left to spill on to the earth, while others are to be correctly discharging into gullies. In some cases the gullies are full of debris and overflowing, contributing to a general dampness of ground. There are stone flag coverings to many of the gullies which should be lifted to allow proper inspection of the gullies below ground.

Some progress has been made in clearing the gullies and detecting pipe routes - they need to be kept clear.

There are a number of manholes around the Church suggesting that foul drains run to mains, however the extent of soft ground issues puts the overall effectiveness of the drainage system into question.

The new extension downpipes terminate at ground level; one which has lost its shoe so abruptly finishes short, discharging into an open gully, and one discharges onto a bare earth strip (possibly formerly gravelled), around the perimeter of the building. This is clearly an inadequate provision as the earth around the new extension is very soft and there is clear evidence of subsidence. Water should not be encouraged to collect at the base of buildings, but should be taken away as quickly as possible. Gravel strips with land-drains at the base of the trenches are installed to prevent a build up of ground moisture saturating the foundations - they should not be used as ‘soak aways‘ from downpipes.

The ground along the whole of the north side of the nave is very wet and there is a large area of over-grown shrubbery which will be holding moisture against the building.

The kitchen sink appears to drain into some form of gully at the east elevation of the extension, at the corner-junction with the north nave. This gully is blocked, is ponding and is saturating the ground in this corner.

There is a downpipe on the north nave in this corner, at the junction with the extension that has clearly been leaking as there is evidence of moisture on the wall and cracks in the render.

Some of the perimeter of the Church is abutted by hardstanding which will also be holding moisture within the wall.

The below ground drainage is a real issue and must be addressed. Water must be able to get away from the base of the building otherwise the masonry foundations will absorb the moisture in the ground and the stonework will become saturated and decayed. This is sadly already happening, evidenced by the heavily eroded and powdering stonework, the spalling of the render on the north brickwork wall of the nave, and the damage to internal finishes.

Encroaching vegetation holds dampness against the building, as well as causing mechanical damage to surfaces

Kneeler to Nave: outward displacement. Coping above has been badly bedded and is misaligned. Numerous open joints.

It is recommended that an investment of time is made into understanding the drainage system - a camera survey of foul drains should be undertaken, the location of surface water drains traced by use of a scanner and sonde, and a drainage plan drawn up.

A gravel strip dug around the Church to alleviate the water table and effects of moisture creeping into the foundations would be beneficial.

3.04 Bellcotes, parapets, chimneys and upstand verges

There is a bell mounted within a niche in the west gable. The masonry surrounds and reveals appear to be in good condition with no immediate areas for concern. The bell itself is believed to have seized up and requires maintenance. The headstock and ringing gear should be de-rusted and painted.

The watertabling to all gables are in need of attention. Many have open joints, some have slipped and have been re-fixed although not in a true or straight manner, and some are chipped and broken. The eaves kneelers are of inadequate length to resist rotation and displacement. The intermediate kneelers are not true kneelers as the coping is not attached to the body of the stone. As a result the coping stones are gradually slipping down the gables and pushing out the lower kneeler stones.

To the Nave west gable south side the kneeler has been completely displaced and has been re-fixed considerably out of alignment in a very unsatisfactory way. This should be removed and re-set to proper alignment by a competent stonemason.

There is a large open joints in the east Nave gable coping, although some joints have been recently repointed in cementitious mortar.

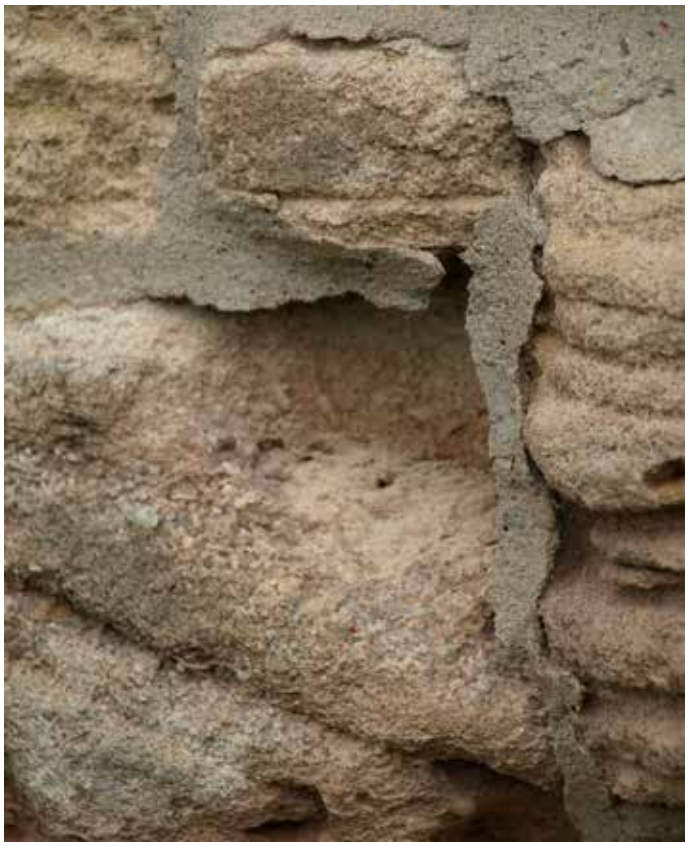
The finial crosses to the Nave gables and to the south Porch have either broken and fallen off, or have been removed, and there is evidence of an iron dowel visible to both Porch and west Nave apexes.

The finial to the Chancel gable remains but its shaft has been split by the expanding rusting dowel. This should be removed, and the finial repaired or replaced.

The end of the kneeler stone to the west pitch of the Porch has broken and iron cramps are now protruding. It is assumed that these iron cramps were inserted to hold a fracture in the stone as there are no other cramps visible on any other watertabling stones. The kneeler should be replaced or a new stone indent fixed in place.

The joints of the watertabling to the north side of the Nave west gable are open. Quite a number of the stones are broken or split.

Nave south-west kneeler: rebuilt with very poor alignment. Needs to be re-built.



Hard cement pointing causes accelerated decay of soft sandstone. Only soft lime mortar should be used on traditional stonework

3.05 Walling

The sandstone walling is of varied condition. There are many areas where cement pointing has caused severe decay of the stone itself, and also low level decay in areas where there is concrete or tarmac immediately up against the wall. This is particularly noticeable on the west gable where there is a concrete path ramping up to the community room extension. The low level masonry to the west gable and Porch is very badly deteriorated due to the back splash of rain from the concrete ramp, but also because evaporation of water is inhibited from the ground below. The salt damage in this location is very evident and severe.

Higher up on the west elevation there are areas of heavy cement pointing which have caused serious and advanced deterioration of the masonry, through the processes of differential erosion and stone decay.

Generally around the whole perimeter of the Church, the stones at plinth level are deteriorated due to the rising moisture from the damp ground trying to evaporate through the joints but being restricted by the heavy cement pointing. This causes evaporation to take place in the stonework rather than the mortar, causing accelerated decay.

Behind some downpipes and outlets the areas of pointing have been washed away, indicating water washing down the face of the wall. These areas should be repointed.

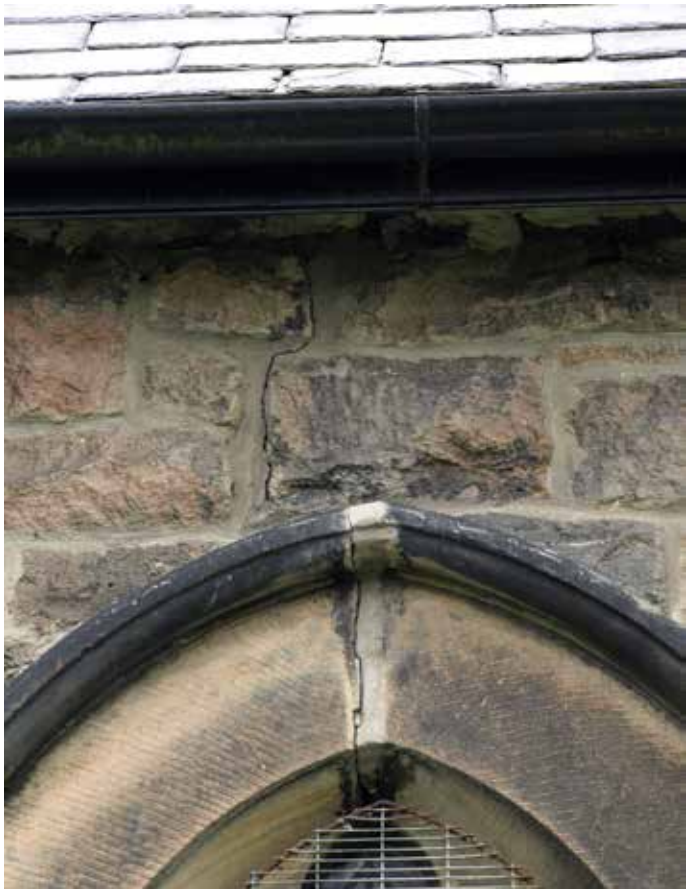
Along the length of the south side of the Nave and Chancel the ground is grassed with an earth strip, un-grassed, against the building. It is unclear whether this would have originally been a gravel strip now covered with soil, or whether the grass is deliberately prevented from growing in this area, but earth is much better than tarmac/concrete/stone slabs. Although pointed with cement, the masonry to this south elevation is faring better than on the west gable that is contending with the concrete ramp.

Low level joints to the east and north of the Chancel are open and the masonry is deteriorating. There are also numerous joints in the stonework to the Vestry that require filling.

Across the building there are many different mixes and patchings of cement mortar which are generally detrimental to the condition of the masonry, although in most instances where the masonry is not getting wet the stone appears to be holding up quite well.

The north elevation of the Nave is rendered brickwork. Historically it was intended to add a North Aisle, but this was never realised. The west elevation of the Vestry is similarly built in brickwork and rendered. The render is a thin, lime based render and struck with ashlar joints although these can now hardly be seen. The render is cracking in several areas, including at buttresses. At low level the render has entirely broken down due to the issues with damp. Two of the buttresses have lost their render completely at low level, exposing the brickwork. In one instance the brickwork appears to have become de-stabilised. This is most probably attributed

Porch gable: displaced voussoirs and open joints due to settlement, probably soon after construction.



Minor cracks around features should be repointed so that their future movement can be easily detected.

to the soft ground conditions in this area, and the amount of vegetation which may be undermining foundations.

The stonework to the extension is square coursed pitch faced stonework, constructed in cement with no movement joints, with a cement rendered brick plinth. The cement is falling away from the brick plinth at low level, revealing the brick below, which looks unsightly.

There are numerous cracks within the masonry joints of the new extension; two major cracks down the plain walling on the north elevation, indicating soft ground conditions and an inflexible construction. The lintel over the external door is cracked and is being supported only by the steel frame of the security gate.

There are numerous minor cracks within the masonry in the Church, including quite a number around kneelers indicating slipping of the watertabling, and cracking above and below windows.

The Vestry appears to have quite a number of cracks, some of which have been previously pointed and appear to have opened up again, the main one being directly below the northern window.

There are hairline cracks over the hood mould to the east gable of the Chancel and below the string course below the main east window.

The joints of the southernmost circular roundel over the two left lancets appears to have opened up and at the base of the transom, the stone appears to have split.

There is a crack over the south windows of the Chancel. To the Porch doorway there is a dislodged voussoir in the arch. There is also minor cracking at both corners of the Porch west gable.

It is believed that much of this movement occurred in the decades following construction and has now effectively ceased. However in order to monitor the cracks they should all be raked out and pointed in lime mortar so that any further movement can be observed.

3.06 Timber porches, doors and canopies

The timber doors to the main Porch entrance are not contemporary with the original building and were added to protect the open stone porch. The doors are of good quality softwood and painted, but in poor condition - they would benefit from full redecoration and the weatherbars may require replacement.

The other external doors to the Vestry and to the Boiler house are in good quality softwood, painted and are in good condition. They both have security grills to the outer side, in mild steel, of modern construction.

Pointing in very poor condition below the west window

3.07 Windows

All windows to the south, east and west of the Nave and Chancel, and to the Vestry are all dressed sandstone with various arrangements of lancets and roundels over, all under single two point arches and hood moulds.
Most reveals appear to be in reasonable condition, with some areas of deteriorated stonework, mostly due to cement pointing. All window reveals have external metal grilles protecting the glazing that are secured with ferrous fixings. The grilles are accurately sized to fit within each reveal, but nonetheless are looking very tired, are beginning to rust and distort, and in some cases have become damaged.

The fixings appear to have been secured into rawl plugs which have protected the stonework to some degree from splitting, though damage is beginning to show in some cases as fixings corrode.

The lancets to the south elevation of the Nave and Chancel (those that are plain glazed) have external ferramenta fixed into the stonework. This ferramenta is beginning to rust and is now beginning to show signs of damaging the stonework.

To the main east window; there is damage at sill level and to the string course below, as well as opening of joints at the tops of lancets and through roundels as noted above. There are ferramenta bars on all lancets, although the vertical bars have been removed from the second lancet in on either side, i.e. lancet numbers B and D. The ferramenta, as noted previously, is now beginning to show signs of damaging the masonry as it is rusting.

Vestry gable: cracks below the window need to be repointed

The north window to the Vestry has an opening of joints at the tops of the lancets, but also the two sill stones appear to have moved. There is associated cracking in the masonry below the sills, which requires pointing.

The windows to the north elevation of the nave are simple pairs of lancets, with angular heads, as this elevation is formed in brickwork. There is no ferramenta fixed into the masonry, but there are rather crude square cornered rectilinear metal grilles which sit over the whole aperture.

There is no external ferramenta to the west gable window, although there are metal grilles as elsewhere. These metal grilles are fixed over the apertures rather than within the reveals, and thus look rather crude.

The windows of the new extension are timber framed, of rather poor quality, with polycarbonate glazing instead of glass, with metal grills on the inside. The cills and lower rails of the casements are starting to decay and should be repaired.

|4.0 |Internal Elements

Porch: decay of the sandstone reveal to the doorway

Porch: loss of sandstone surface due to water ingress and subsequent stone decay. All loose stone should be brushed off.

4.01 Towers, spires

There is no tower or spire.

4.02 Clocks and their enclosures

There is no clock.

4.03 Roof and ceiling voids

The roof over the Nave and Chancel are open to the underside of the roof pitch. There are no ceiling voids.

4.04 Roof structures and ceilings.

The roof structure into the Nave and Chancel is fully exposed with scissor trusses with decorative infill panels. The four principal trusses are set on masonry corbels, the secondary trusses are embedded at wall plate level, all supporting two purlins to each pitch with soffit boarding to the underside of the rafters. Visible from below, the trusses, part of the purlins and the soffit boarding, are all stained dark. There are iron ties to the principal trusses which hold suspended light fittings.

All of the roof structure and ceiling soffit boards appear to be in very good condition, apart from a small area above the Porch where it is clear that there has been some water ingress. Externally there is a sag in the roof at thsi location, but it is reported that the area has been opened up and subsequently reslated, with no timber defects found.

4.05 Internal walls, structures, balustrades, upper floors, balconies and access stairways.

All internal walls to the Nave and Chancel are plastered and painted. The walls of the Porch are exposed stonework.

Within the Porch the stonework is heavily deteriorated and is currently very friable with heavy salt deposits building up on the surface. The heavy stone erosion appears to be concentrated around the abutment with the south Nave wall on the east elevation of the porch. This corresponds to a downpipe location externally, and the poor condtion of the porch roof could also be allowing water ingress from above. An earlier problem with the Nave gutter above may have contributed to the damage. Dampness rising from the wet ground below may also be a factor. It is understood that the masonry of the porch has been painted with a sealant - this will be exacerbating the situation, rather than curing it.

The walls of the Porch should be brushed down with a stiff brush to remove the friable stone. This will then allow the rate of decay to be monitored. A lime shelter-coat could be considered to reduce the rate of stone decay, but efforts should focus on the elimination of sources of water ingress. The internal faces of the walls in the Nave and Chancel are in reasonable condition, although there are a few areas where salt damage is evident. This deterioration from salts appears

Window sIII: stone decay of cill due to water ingress at joints

Chancel arch: historic displacement should be pointed up with lime mortar

to be more pronounced on the brick north wall, set behind the arcading.
The dampness is probably a combination of wet ground conditions, heavy vegetation build up, and cracks within the render externally. Gross defects of the guttering and downpipes previously noted have been rectified, and the wall is now drying out internally. Other minor sources of water ingress remain, and these should be tackled. In all instances, the internal paintwork is impervious so it will be trapping moisture within the wall.

At the westernmost arcade arch over the new entrance into the extension a section of stone has fallen from the arcade - this was due to slight structural settlement of the arch giving rise to a localised concentrated load on the edge of the voussoir. This movement may have been related to the construction of the extension and appears to have stabilised.

The Chancel arch showing signs of damage from water ingress which it is understood to be historic. The arch has moved very slightly over time and it is likely that this may continue due to unresolved thrust forces.

The stone dressings of windows to the south of the Nave are spalling with salt damage, again most probably caused from damp in the masonry due to open joints and cementitious external pointing.

The main east window masonry and adjacent plastered walling has been damaged by water penetration and some joints are opening up within the east window. Externally there is a bow evident on this gable, which is showing itself in the reveal to the window. The window and surrounding masonry would benefit from repointing.

There are numerous hairline cracks and opening of joints throughout the structure of the Church, but most appear to be historic. They should be monitored annually to check progress. Notable are the opening of joints in window sI (nave south elevation), the two windows of the south elevation of the chancel, and the opening to the west entrance door. Other areas to note are on the south elevation of the nave generally, joints in the main east window and the north window to the sanctuary. At the Chancel arch there are a small number of open joints to the underside of the voussoirs to the south side, and gaps in the joints of the hood mould. At the base of the arch there is a displaced column block, and there are historic cracks in the decorative column shaft. All open joints should be pointed up with soft lime mortar to allow monitoring of any future movement.

Stone decay to capital of Arcade due to historic water ingress, now drying out

Chancel arch: historic water staining due to water ingress at copings or flashings above

4.06 Partitions, Screens, Panelling, Doors and Ironmongery

There is an internal screened timber draught porch to the main entrance door. The partition is of good quality softwood, stained dark. It is in reasonable condition.

The doors are panelled with polished and worn ironmongery, all in good working order.

The inner doors within the main masonry reveal to the Porch are the original external doors in good quality softwood which has been grained and painted with a shellac coating. The doors have decorative strap hinges and decorative latch, all in good condition, mostly in working order. The upper bolt is missing from the slave leaf, and the hinges are stiff. The doors drag on the floor and the hinges should be shimmed up to provide more clearance. The stonework has eroded around the iron hinges, most noticeably on the western leaf.

The door from the Nave into the Parish Room extension is a flush modern door in reasonable condition. It is set in a partition at the junction of the new extension.

The Vestry door is a heavy timber door, arch headed, boarded and framed, all in good condition.

The rood screen and the reredos are both in good quality oak and in excellent condition.

4.07 Ground floor structure, timber platforms and underfloor ventilation

The floor is a partially solid and a partially suspended floor. The aisles are suspended timber with sub-floor voids.

The central aisle appears to be solid with woodblock floor laid in a linear configuration, now partially covered in carpet. To the front of the pews areas to both the north and south are parquet floor laid in herringbone pattern. The north floor area is half solid and half suspended, the south floor area is fully suspended. The steps up to the Chancel are stone and the Chancel floor is all solid with raised choir stalls.

The below-floor voids were not able to be inspected, but there are ventilation bricks visible in the external fabric, although some have been blocked up. These should be opened up to allow ventilation below the floor.

The floor area to the west of the Nave is mostly carpeted and appears in reasonable condition. The woodblock floor down the central aisle, at the front of the pews, and also in the Chancel is all in excellent condition. A note must be made that woodblock floors should not be mopped with a wet mop, but scrubbed by hand with little water, and should be treated with oil rather than varnish. There are some areas of loose woodblock near the Vestry door that require re-fixing, and also in the Nave at north side near the front.

High quality fittings and fixtures against a backdrop of failing plaster and bubbling paint

The raised timber stalls for the choir appear in good condition.

The flush floorboards below the pews in the Nave are also in reasonable condition.

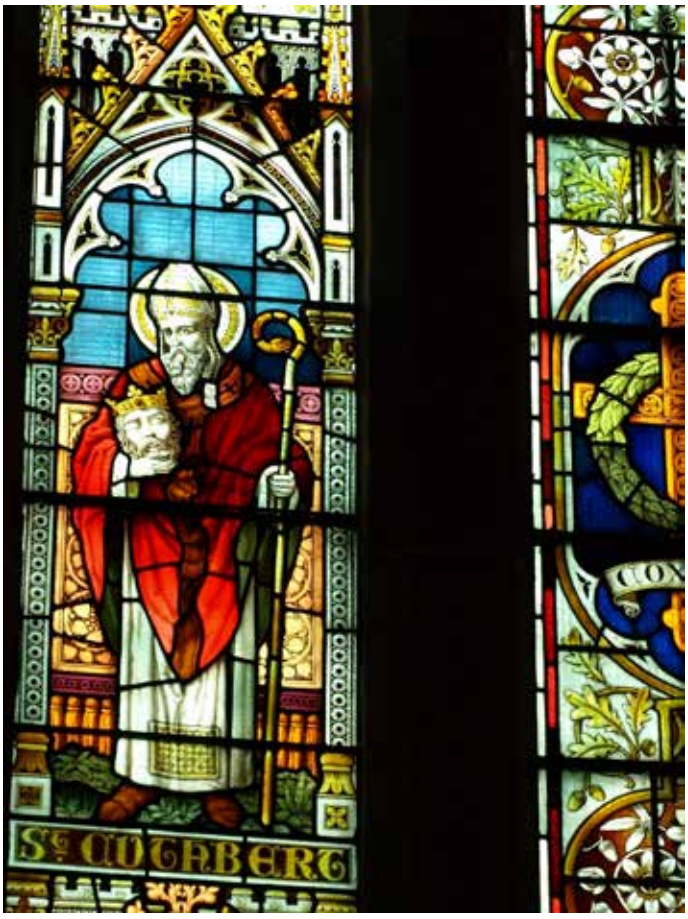
4.08 Internal finishes

The walls in the Nave and Chancel are plastered and painted, with some areas showing signs of blistering due to salt damage. It is believed that the paint used is a masonry paint, and will therefore be sealing any moisture behind this surface, causing salts to build up and burst the plaster and paint finishes. All finishes should be breathable. As masonry paint has been applied, the only way to resolve the issue would be to strip back to the original plaster, re-skim in lime if required, and repaint in a breathable paint. This however is a very large task which the Church would be unlikely to afford.

The most economical course of action would be to scrape back the localised areas where the finishes have started to blister, allow the plaster to dry, re-skim in a lime based breathable plaster if necessary and then re-paint in a breathable paint.

Internal stonework is in reasonable condition, although there are quite a number of areas of spalling stonework due to damp.

The internal timberwork, mostly oak and pitch-pine, is all in very good condition.



East window: St Cuthbert professionally repaired

4.09 Glazing

The glazing appears to be in reasonable condition with no significant signs of bowing of panels, and all appear to be securely fixed to the saddle bars. The glazing to most windows is plain obscured glass with rectangular quarries and blue marginal borders. There is a coloured figurative glass in the cusped tracery roundels of the west window, and full figurative glazing to the east window and to sIII. The latter, dedicated to the Wood family, is a particularly fine example of early 20th century stained glass.

The lancets of the east window are dedicated to St. George and St. Cuthbert, with the central lancet being dedicated to The Great War, dated 1914 to 1919. There is a minor crack in the blue of the War Memorial. The damage previously noted to the St Cuthbert window has been skilfully repaired.

In the Nave windows there are round plastic vents set within the leading, to give cross ventilation to the Church as there are no opening hopper windows. These plastic vents are rather crude and all appear to be closed. They should be removed and the glass made good. Other draughts and openings of doors may be deemed sufficient for the lofty Nave.

Incongruous plastic vents detract from the windows and should be removed

In places the surface finishes need to be stripped back to sound material and started again

4.10 Fittings, fixtures, furniture and movable articles

The original pews are very simple open backed pitch pine stained in a dark stain, although it has mostly worn off particularly on the top rails. The pews are sturdy and well made.

To the front the pulpit, reader's chair, the choir stalls and the altar rail are all of excellent quality. The pulpit, the reader's chair and the altar rail are all oak. The choir stalls are pitch pine, stained, and are looking a little bit worn, but are nonetheless in serviceable condition. All of the oak fixtures are in excellent condition including the reredos and panelling behind.

The font at the west end of Church is stone that has been painted in a cream and gold colour-way and is in acceptable condition, although would no doubt have been better unpainted. There is an oak carved font cover dedicated to Elizabeth Herron.

4.11 Toilets, kitchens, vestries, etc.

There is an extension built in 1984 off the northwest end of the nave. This houses a kitchen, toilet and small community room and store.

The quality of this extension is rather mediocre with low flat ceilings and bare strip lighting in the community room. The area in general would benefit from refurbishment. There are visible areas of cracking, the most noticeable over the door into the storeroom , but these do appear to be historic, although should be continually monitored.

In the kitchen there is another crack diagonally over the northernmost window and one on the south wall, which is the original external wall of the main Church. There is also vertical cracking at the junction with the toilet and the original external wall.

There is an external door out from the community space which is of mediocre quality, and a rather poor finish to the surrounding panelling with some areas becoming detached.

There is a hatch access above the extension with a folding ladder allowing storage within the roof space - this is boarded out and used for storage of a few items. The junction between the existing external wall of the Nave and the new masonry is not bonded or sealed and there is clear daylight visible at the junction of the new wall to the old. This does not, however, appear to be causing an issue and the space appears dry. There is an area of former water ingress and staining on the floor and opening up within the ceiling, but it is believed that this has now been fixed, and appeared dry at the time of inspection.

Vestry: note historic cracking at the angle of the ceiling

Organ in excellent condition

The Vestry is accessed from the north side of the Chancel and is part of the original construction. The walls are plastered and painted and showing signs of peeling in various areas. This is due to damp masonry, pointed in cement externally and vinyl paint internally, which is now flaking and peeling.

There are a large number of cracks within the masonry, over the external door, in each of the four corners and at the roof junction between the Vestry roof and the Chancel. All these cracks appear to be of some age, but nonetheless should all be monitored to ensure that none are continual.

The Vestry is rather cluttered with services including gas, electric and a water header tank, all within a small space. There is a large amount of furniture in this small room.

There is a window on the north wall which is leaded in alternate patterns of diamond quarries and square quarries, coloured green and pink respectively, which all appear to be in reasonable condition. There are cracks through the joints between the cinquefoil and lancets as well as at the apex of the arch. There is also a crack at the base of the windowsill running to ground.

The window to the east is obscured square quarry glazing, with circular plastic vents in each top corner. There are a few broken panes which would benefit from replacement.

The Vestry is carpeted in the same carpet that has been used in the community room, is of reasonable condition, although rather dated. There is a secondary portion of carpet over the centre of the room, presumably to save the carpet below.

The floor appears to slump down into the middle. Below is the vaulted boiler room.

4.11 Organs and other instruments

The organ is a pipe organ dedicated in 1914. It is of excellent quality, in a simple oak casing. The organ was refurbished in 1998 in memory of Trevor Dee. It is understood that the organ is serviced regularly.

4.12 Monuments, tombs, plaques etc

Other than the pieces of furniture and stained glass windows that are dedicated in the memory of others, there is only one plaque mounted below the west window dedicated to those who lost their lives in the first world war. The plaque is a brass plaque on a timber back plate and appears to be soundly fixed.

There is a painting fixed to the wall over the children's area which appears to be secure.

Porch draught screen & historic slipped voussoir above

Surface damage at the abutment of the extension; dry at time of inspection

5.0 Services

The aged gas boiler installation. Pipework should be lagged.

Much of the electrical installation is of a considerable age, but remains serviceable

5.01 Services installations generally

All services appear to be in good working order and are tested at recommended intervals.

5.02 Gas installation

The gas meter is positioned in the Vestry and serves the boiler in the boiler house below. The boiler was serviced in Nov 2020 and further repairs carried out in August 2021.

5.03 Electrical installation

The supply cable enters into the vestry where the service head, meter and distribution boards are located.
Testing and inspection was carried out in August 2021 and some upgrading work was carried out.

The lighting within the Nave is from four hanging chandeliers, fitted with CFL bulbs.

The fixings, cables, and security of the hanging fittings should be checked by a competent person to ensure everything is secure and in good order.

The decorative covers to the connections on all chandeliers have become loose and should be fixed back.

There is also one chandelier in the Chancel matching those in the Nave, as well as four spotlights mounted high up behind the chancel arch. Replacement with LED fittings is recommended.

5.04 Water system

The incoming mains has been relaid in MDPE pipe to resolve a water quality issue.

5.05 Oil installation

There is no oil installation.

5.06 Sound installation

There is a sound system operational within Church, and four speakers in the Nave positioned on the external walls. The system was not tested. It should be serviced periodically by a competent person.

5.07 Lightning conductor

There is no lightning conductor.

It is known that an ill conceived or un-maintained lightning conductor is more dangerous than not having one at all. The church should assess whether, with the proximity of trees and the absence of a spire, the church is at risk from a lightning strike or not.

Fire equipment is regularly serviced. A wall bracket is recommended

5.08 Fire precautions

The fire extinguishers were inspected in May 2022.

There is no fire alarm. There are emergency light fittings over exits.

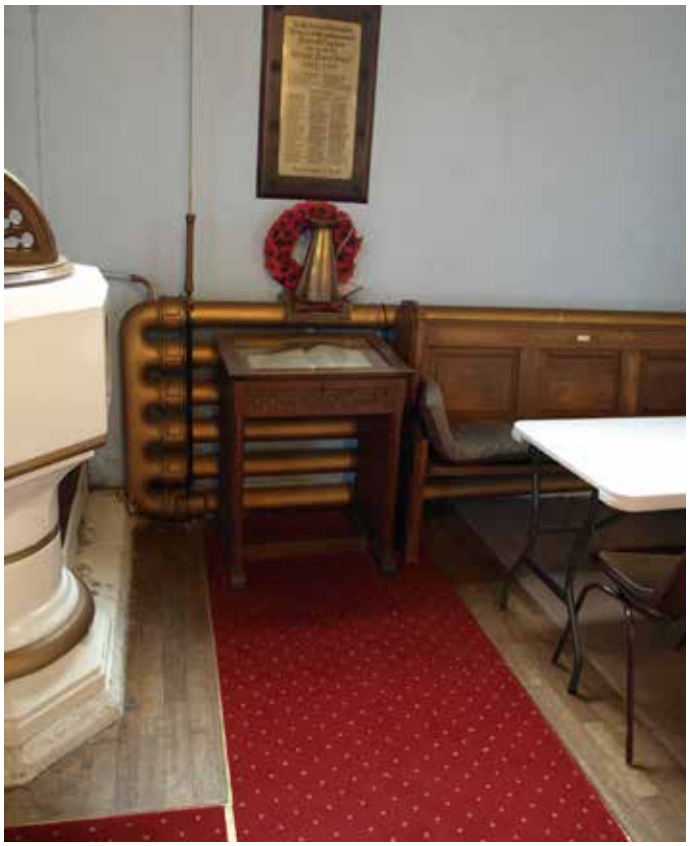
5.09 Heating and Ventilation

The old but functional boiler powers the hot water heating system, which is run through Church in the original large-bore cast iron pipes that are run in parallel banks in places to form rudimentary radiators. The pipes run along the perimeter walls, with only one conventional panel radiator positioned beside the pulpit. This is a high volume low output system which takes a long time to heat up and is ineffective in heating the building.

There has been some repair to the pipework carried out at the easternmost arcade on the north wall. This repair has been carried out using mild steel piping attached to the existing cast iron, using proprietary couplings. The repair should be painted for appearance and to prevent corrosion.

There is modern central heating with modern panelled radiators within the community room of the new extension, supplied as a spur from the main heating circulation.

Given the limitations of the heating system it would be beneficial to consider a separate boiler for the community room. The main church boiler is nearing the end of its life, and at replacement the opportunity should be taken to replace the heating pipework and emitters throughout the church.



The heating system has a certain industrial charm, but it neither efficient nor economical to run

5.10 Asbestos

There have been no asbestos surveys and therefore it is not known whether there is any asbestos present. Typically asbestos is associated with heating installations and organ blowers. An Asbestos Management survey should be commissioned.

6.0 Curtilage

Damaged monuments and gravestones contribute to the air of neglect.

6.01 Churchyard

The churchyard is extensive, extending to the south, to the north and to the west. It is believed that this is managed by Durham County Council.

There are many headstones and graves markers, some of which have fallen or been laid down to ground. There is an annual inspection of the gravestones by the Church wardens. Those that are no longer standing should be laid neatly to give the impression of intent, rather than the appearance of having been vandalised.

There are two pathways which are public footpaths through the churchyard and there is a small circular seating area within the northern area of the churchyard.

The circular seating area has been vandalised and is generally in a poor state of repair. There are a few signs within the churchyard looking at the history of Coxhoe and the history of the Church, one of which also appears to have been vandalised.

Due to the number of headstones that have been laid down and are damaged, and the condition of the circular meeting area, the west and north churchyard do now appear in a rather a sorry state. It believed that much of this is the Council's responsibility.

Due to the scale of the grounds maintenance is a large task, with lots of shrubbery, a large number of trees and boundary hedges. The grass appears to be fairly well tended, with the perimeter shrubbery looking rather more wild.

There is clearly an issue with litter and dog excrement within the churchyard. As there appears to be a public right of way through the churchyard, it is wondered whether the council may assist with the upkeep of the churchyard by clearing the litter, the dog mess and managing antisocial behaviour.

6.02 Ruins

There are no ruins within the churchyard.

6.03 Monuments, tombs and vaults

There are a number of larger graves and tombs, many of which are subsiding. All headstones, monuments and tombs must be checked for stability on a regular basis.

6.04 Boundaries and gates

The churchyard is bound mostly by fencing and shrubbery with only the boundary to the street as masonry walling. There is a part of the south walkway boundary which is in soft dolomite

Southern and eastern boundary walls in poor condition

Southern boundary wall is soft carboniferous limestone which is being severely damaged by the cement pointing

limestone that is now in a fairly deteriorated state having been pointed in cement.

The eastern boundary of the churchyard, which separates the yard from the former St. Mary's schoolhouse, is constructed of brick and in some areas is leaning and in a fairly dilapidated condition; again this wall has been pointed in cement which is causing advanced deterioration of the soft bricks.

The walls and railings to the street at the east boundary to the road are in acceptable condition, although again pointed in cement which is beginning to deteriorate the stones.

6.05 Trees and shrubs

There are a large number of trees and shrubs within the churchyard, many of which are overgrown and require pruning, cutting back and tending.

One tree near the north wall of the Nave has been heavily reduced.

Many of the trees have small saplings growing at their roots, or are covered in shrubbery or ivy at their base.

A professional arboriculturalist should inspect the trees at intervals and advise on their condition and any safety issues, especially those trees which are an in falling distance of the church building.

6.06 Hardstanding areas

There is a car park at the main entrance to the street, to the east of Church, which is laid to tarmac and in acceptable condition, although there are areas of wear.

There are several areas of pathways leading across the churchyard, and the main path from the carpark along the southern side of Church to the main south west door, all laid to tarmac or bound gravel.

There is a large concrete path/ramp from the south west porch to the west door of the new extension which, as previously commented, is causing issues with the masonry. Ideally this path should be re-worked to avoid rain-splash wetting the building.

6.07 Buildings within the curtilage

There are no other buildings within the curtilage of the Church.

6.08 Notice boards

There is a notice board behind the railings to the street which is timber and appears in reasonable condition.

6.09 Works Required to provide Disabled Access and Parking Space

There is ample parking within the carpark to the east of Church and level access along the pathway and level access into the Church through the main south west door.

From within the Church there are several steps to descend into the community room. Level access is gained via the external ramp along the west gable, although as previously noted this is causing damage to the external masonry.

CROSBY
GRANGER
ARCHITECTS

Appendix A

Maintenance Plan

Appendix B |Floor Plan

ST MARY'S COXHOE - MAINTENANCE PLAN

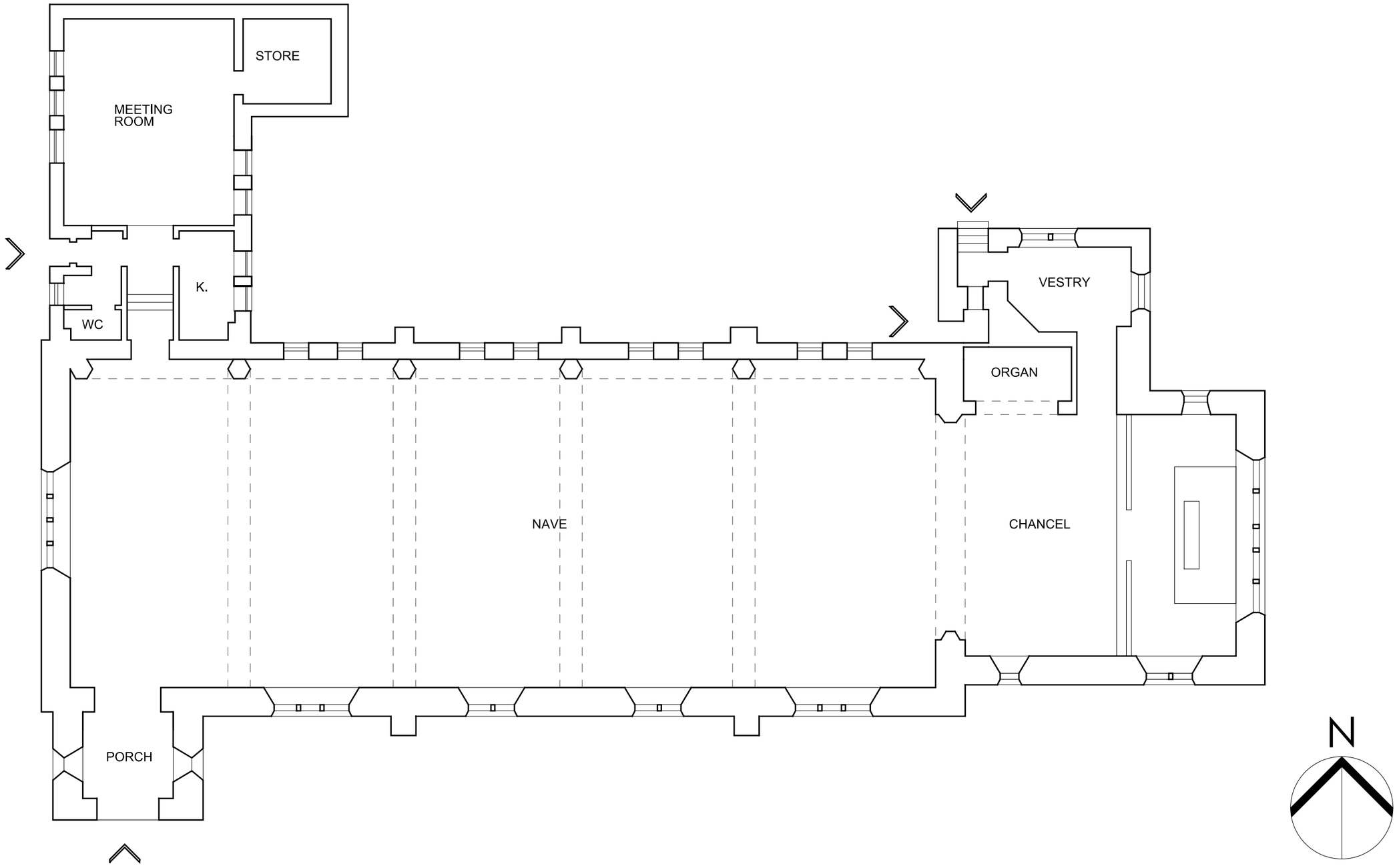
E/C External contractor
I/H In house inspection
X Applicable
A Architect quinquennial inspection
SE Structural engineer inspection
TF Timber specialist
* Maintenance inspection/works utilising high level access
** Maintenance I/H subject to suitable safety measure being put in place

Item no.	Location	Building element	Details of maintenance item	Details of inspection and maintenance	Legal consideration and responsibility	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Comments
A1	External	Roof coverings	Slates	Inspect for cracked, broken or missing slates with binoculars from ground. If required, maintain with new slate replacement using lead or copper tags	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to inspect from ground. If defects found, roofer to be employed
A2	External	Roof coverings	Ridge tiles	Inspect for cracked or broken ridge tiles and missing mortar bedding. Replace/ re-point in NHL5 mortar	Health and Safety Legislation			E/C *			E/C *			E/C *		Architect to assist with or approve specification
A3	External	Roof coverings	Lead flashings and valleys	Inspect for splits/ defects. Replace sections of defective lead with new, appropriately coded for length and application	Health and Safety Legislation			E/C *			E/C *			E/C *		Architect to assist with or approve specification
B1	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Inspect for leaking/ open joints and poor or loose fixings. Seal joints, repair fixings	Health and Safety Legislation			E/C *			E/C *			E/C *		
B2	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Maintenance inspection - Clear out debris and leaves to ensure free-flowing, including all outlets	Health and Safety Legislation	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	Wardens/ volunteers to carry out cleaning, ensuring all safety precautions are met
B3	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Maintenance - Rub down and repaint inside and out, ensuring all joints are sealed	Health and Safety Legislation						E/C					
B4	External	Rainwater disposal	Gullies	Maintenance - Clear out gullies, ensuring free from debris/ leaves etc, inspect for cracks	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to carry out cleaning
B5	External	Rainwater disposal	Drainage	Maintenance inspection, cleaning / jetting out to ensure all flowing away from building freely	Health and Safety Legislation					E/C					E/C	Wardens/ volunteers to inspect and clear out gullies ensuring water flows away freely
C1	External	Masonry walling	Upstands and watertabling	Inspect for stability, ensuring joints are full. Remedial works to be specified if required	Health and Safety Legislation					A *					A *	Architect to assist with or approve specification
C2	External	Masonry walling	Chimney	Inspect for stability, ensuring joints are full. Remedial works to be specified if required	Health and Safety Legislation					E/C					E/C	Steeplejack to inspect.
C3	External	Masonry walling	Mortar pointing generally	Inspection of joints for loose mortar/ open joints	Health and Safety Legislation					A *					A *	
C4	External	Masonry walling	Mortar pointing generally	Maintenance of mortar joints - rake out and repoint open joints with lime:sand mortar, as identified by Architect	Health and Safety Legislation, Planning/ LBC					E/C					E/C	Architect to assist with or approve specification
C5	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Inspect for newly developed, or developing cracks, particularly to the underside of rolls, with binoculars from ground. Raise any concerns with Architect	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Staff/ volunteers to inspect using binoculars
C6	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Inspect for newly developed, or developing cracks, particularly to the underside of rolls - check for stability/ detaching of stonework. Check for open joints	Health and Safety Legislation					A *					A *	

C7	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Allow for removal of any detaching stonework - indent with new carved sections, as identified by architect. Point up any open joints in lime:sand mortar	Health and Safety Legislation, Planning/ LBC					E/C					E/C	Architect to assist with or approve specification
C8	External	Masonry walling	Masonry in general	Inspect for stone erosion and new or developing movement cracks in masonry	Health and Safety Legislation					A *					A *	SE to be called upon if deemed necessary by Architect
C9	External	Masonry walling	Ventilation grilles	Clear of rubbish/ debris	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to clear
D1	External	Woodwork	Timber facias, doors etc	Inspect woodwork for deterioration/ rot	Health and Safety Legislation					A					A	
D2	External	Woodwork	Timber facias, doors etc	Carry out any timber repairs. Rub down and repaint all woodwork in external grade exterior paint	Health and Safety Legislation, Planning/ LBC					E/C					E/C	
E1	External	Hardstanding	Base of wall	Maintenance inspection of perimiter of masonry walling, removing any vegetation growth	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to clear
E2	External	Hardstanding	Access	Maintenance and management of access routes to ensure all users including wheelchair and less able bodied users can safely enter the building	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
E3	External	Boundary walls	Masonry stability and mortar pointing generally	Inspection of joints for loose mortar/ open joints	Health and Safety Legislation					A *					A *	
E4	External	Boundary walls	Masonry stability and mortar pointing generally	Maintenance of stonework and mortar joints - repair stonework, rake out and repoint open joints with lime:sand mortar, as identified by Architect	Health and Safety Legislation, Planning/ LBC					E/C					E/C	Architect to assist with or approve specification
E5	External	Railings and gates	Metal work maintenance	Rub down and repaint all metalwork with appropriate anti-rust metal paint	Health and Safety Legislation					I/H					I/H	Work could be carried out either by Church Wardens or external contractor
E6	External	Graveyard	Headstones and tombs	Inspect for stability and safety	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	If any are deemed unstable or unsafe, employ contractor to lay down headstones or secure tombs
F1	External	Services/ protection	External lighting	To be checked for servicability and function, bulbs replaced as necessary	Health and Safety Legislation	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	Wardens/ volunteers to carry out cleaning, ensuring all safety precautions are met
G1	Internal	Roofs	Roof voids	Inspect for leaks and damp	Health and Safety Legislation					A					A	
G2	Internal	Roofs	Roof voids	Inspect timbers/ wall plates for signs of decay/ rot	Health and Safety Legislation					A					A	Architect to call upon SE or TF should any signs of deterioration/ movement be found
G3	Internal	Roofs	Roof structure	Inspect timbers for signs of decay/ rot	Health and Safety Legislation					A *					A *	Architect to call upon SE or TF should any signs of deterioration/ movement be found
G4	Internal	Roofs	Roof structure/ trusses	Inspect timbers and cast iron elements for signs of decay/ rot and displacement	Health and Safety Legislation					A *					A *	Architect to call upon SE or TF should any signs of deterioration/ movement be found
H1	Internal	Walls	Eaves level	Inspect for areas damp that may indicate failed gutters	Health and Safety Legislation					A *					A *	
H2	Internal	Walls	Low level	Inspect for areas damp that may indicate damp from external sources (high pavement level/ blocked gullies)	Health and Safety Legislation					A					A	
H3	Internal	Walls	Below floor void	Inspect for areas damp that may indicate damp from external sources (high pavement level/ blocked gullies)	Health and Safety Legislation					A					A	
H4	Internal	Walls	Below floor void	Maintain clear ventilation through air bricks/ vents	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
I1	Internal	Surfaces	Painted walls	Repaint	Health and Safety Legislation					E/C					E/C	Architect to assist with or approve specification
I2	Internal	Surfaces	Ceilings	Repaint	Health and Safety Legislation										E/C	Architect to assist with or approve specification

I3	Internal	Surfaces	Cast iron work	Repaint	Health and Safety Legislation										E/C	Architect to assist with or approve specification
I4	External	Surfaces	Steelwork, bell hanging etc	Defrass and repaint in anti-corrosive paint system	Health and Safety Legislation	E/C										Architect to assist with or approve specification
J1	Internal	Windows	Glazing	Check for broken panes of glass and any damage to leadwork in stained glass	Health and Safety Legislation	I/H	I/H	I/H	I/H	A	I/H	I/H	I/H	I/H	A	Wardens/ volunteers to check & report to Architect
J2	Internal	Windows	Glazing	Carefully clean windows using PHneutral water and a soft cloth	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
J3	Internal	Windows	Glazing	Listen for rattling of panes indicating	Health and Safety Legislation	I/H	I/H	I/H	I/H	A	I/H	I/H	I/H	I/H	A	Wardens/ volunteers to review
K1	Internal	Timber	Windows & doors	Inspect woodwork for deterioration/ rot	Health and Safety Legislation					A					A	
K2	Internal	Timber	Windows & doors	Maintenance inspection of all ironmongery to ensure working effectively, and all openable windows can be easily opening for ventilation	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
K3	Internal	Timber	Panelling, doors & skirtings	Maintenance wax treatment/repainting	Health and Safety Legislation					E/C					E/C	
K4	Internal	Timber	Timber structures generally	Inspect all timberwork embedded into masonry for signs of deterioration/ rot, particularly checking joists, under floors and in cupboards where close environments could lead to ideal conditions for rot	Health and Safety Legislation					A					A	
L1	Internal	Services/ protection	Fire extinguishers and other fire safety equipment	To be serviced by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	
L2	Internal	Services/ protection	Fire alarm system	To be checked regularly (fire alarm test/ drill)	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain - test weekly, or as recommended
L3	Internal	Services/ protection	Electrics generally, including power, lighting and audio installations, PAT	Inspection by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	No legal timeframe - frequently enoughto ensure there is no chance of the installation being unsafe. PAT testing recommended every year.
L4	Internal	Services/ protection	Lighting/ audio installations	Maintenance to ensure all in working order	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
L5	Internal	Services/ protection	Heating system	To be serviced by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	
L6	Internal	Services/ protection	Hot and cold water supply	Inspected by engineer	Health and Safety Legislation					E/C					E/C	
L7	Internal	Equipment	Organ	To be serviced by engineer	Health and Safety Legislation		E/C		E/C		E/C		E/C		E/C	
L10	Internal	Equipment	Clock mechanism	To be serviced by engineer	Health and Safety Legislation					E/C					E/C	
M1	Internal	Accessibility	Entrances	Maintain all entrances that enable ease of entry	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
M2	Internal	Accessibility	Sanitary provisions	Maintain all sanitary facilities that enables ease of use to all visitors	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain

A3



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

Revision	Date	Note	initial
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PROJECT	**036 - St Mary's Coxhoe**				
TITLE	EXISTING GROUND FLOOR PLAN				
STATUS	**PRELIMINARY**				
DRAWING NUMBER	036 (01)001	REVISION	--	SCALE	NTS
DRAWN BY	CDG	CHECKED BY	CLG	DATE	26 01 2016

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