

Michael Atkinson

ARCHITECTURE & HERITAGE



QUINQUENNIAL INSPECTION REPORT

CHURCH OF St. PHILIP & St. JAMES OAK CRESCENT, KIMBLESWORTH, COUNTY DURHAM

NOVEMBER 2021



Diocese of Durham



THE CHURCH
OF ENGLAND

prepared by

Michael Atkinson Architecture + HeritageClarewood
144 New Ridley Road
Stocksfield
Northumberland
NE43 7EH

07800 593 347

info@atkinsonarchitecture.co.uk

With thanks to St. Philip & St. James' Church PCC for their assistance and support in the preparation of this Quinquennial Inspection Report.

REVISION HISTORY

ISSUE	DATE	BY	NOTES
v.1	16/09/2021	MA	DRAFT ISSUE
v.2	30/09/2021	MA	SECTION B. – BACKGROUND AND GENERAL REVISED
v.3	05/11/2021	MA	FINAL ISSUE

CONTENTS

INTRODUCTION

A:	The Inspecting Architect	5
B:	Background and General	5
C:	Scope of Report	11
D:	Sustainability and Net Zero Carbon	12
1.	Works Carried out Since Previous Report	13
2.	General Condition of Church	14

EXTERNAL INSPECTION

3.	Roof Coverings	15
4.	Rainwater Goods and Disposal Systems	18
5.	Below Ground Drainage	21
6.	Parapets and Upstand Walling	21
7.	Walling	23
8.	Timber Porches, Doors and Canopies	27
9.	Windows	30

INTERNAL INSPECTION

10.	Towers, Spires	33
11.	Clocks and their Enclosures	33
12.	Roof and Ceiling Voids	33
13.	Roof Structures and Ceilings	33
14.	Upper Floors, Balconies, Access Stairways	35
15.	Internal Doors & Panelling	35
16.	Ground Floor Structure	37
17.	Internal Finishes	37
18.	Fittings, Fixtures and Furniture	42
19.	Toilets, Kitchen and Vestry	44
20.	Organs and other Musical Instruments	44
21.	Monuments	44
22.	Service Installations Generally	46
23.	Heating Installation	46
24.	Electrical Installation	48
25.	Sound System	48
26.	Lightning Conductor	48
27.	Fire Precautions	48
28.	Accessible Provision and Access	49
29.	Insurance	49
30.	Health and Safety	50
31.	Management of Asbestos in the Building	50
32.	Protected Wildlife	50
33.	Maintenance	51

CURTILAGE

34.	Churchyard	52
35.	Ruins	52
36.	Monuments, Tombs & Vaults	52
37.	Boundary Walls, Lychgates and Fencing	52
38.	Trees and Shrubs	52
39.	Hardstanding Areas	55
40.	Noticeboard	55

RECOMMENDATIONS

56

Where work is recommended within the main body of the QI Report a colour code is used to highlight the relevant text and indicate the priority as follows:

R0 Urgent works requiring immediate attention.

R1 Work recommended to be carried out during the next 12 months.

R2 Work recommended to be carried out within 18 – 24 months.

R3 Work recommended to be carried out within the Quinquennial period.

R4 A desirable improvement with no timescale.

M Routine items of maintenance.

APPENDICES

A Practical Path to Net Zero Carbon (PPNZC)

B Maintenance Plan

C Explanatory Notes

A. THE INSPECTING ARCHITECT

- A.1 Michael Atkinson
BA BArch DipPPM (Newcastle) MACons (York) RIBA AABC

Michael Atkinson Architecture + Heritage

Clarewood
144 New Ridley Road
Stocksfield
Northumberland
NE43 7EH

07800 593 347 | info@atkinsonarchitecture.co.uk | @architecturo

B. BACKGROUND AND GENERAL

- B.1 Church: **Church of St. Philip & St. James**
Oak Crescent
Kimblesworth
County Durham
DH2 3QE
- Parish of Kimblesworth (Durham North Team)
Deanery of Durham
Archdeaconry of Durham
- B.2 The church of St. Philip & St. James is located in a suburban residential area to the far west edge of the village of Kimblesworth. The west end of the church has a direct corresponding relationship with Church View, running east to west. To the east the church commands fine views across farmland beyond the A167 which runs north to south. The city of Durham is located due south, no more than a ten-minute car journey.
- B.3 St. Philip & St. James is part of the Durham North Team of Churches that incorporates Witton Gilbert & Sacriston (St. Michael & All Angels), Langley Park (All Saints), Newton Hall (All Saints), Esh with Hamsteels (St. Michael & All Angels) and Durham (St. Cuthbert's with St. Aidan). Regular services of worship at the church include Holy Communion (Common Worship) every Sunday at 10.45am. The acting Team Rector is the Revd Canon Caroline Dick and Team Vicar is the Revd Michael Peers.
- B.4 Ordnance Survey Map reference – NZ 26092 47432.

GENERAL DESCRIPTION OF THE CHURCH

- B.5 The church was built in 1892-3 as a combined Mission Church and Institute, to designs in a very simple version of C19 Gothic by J Gibson Lowe of the village Fence Houses, Sunderland. Originally it had meeting rooms at two storeys in height at the west end of what is now the nave, with the main entrance in the middle of the west wall, and a vestry to the north side of the chancel.

The east end was extensively altered in 1929-30 to designs believed to be by William Jobson Moscrop. This phase of building work included the addition of the wing extending south from the chancel that today includes first floor vestry and ground floor meeting room. It is assumed that at the same time internal alterations to reorder the original north vestry into an organ chamber and forming of a large arched opening to the chancel were also carried out.

The roof of the north vestry was raised to accommodate the organ but subsequently lowered again in 1991 after the instrument was relocated at the west end of the nave. The space of the former organ chamber is now acting as a side chapel to the chancel.

Dating of the entrance porch reconfiguration is not known but assumed to be contemporary with the east end alterations of the 1930's.

- B.6 The church is constructed from solid red brick walls with artificial stone dressings to doors, windows and quoins. Internally the brickwork walls are painted and original cast iron columns between aisles and nave have been either replaced or perhaps encased with reinforced concrete. Roof coverings are of welsh slate laid to a consistent course over timber sarking decking and roof trusses. Floor coverings are generally of suspended timber construction or timber boarding laid over a solid base.
- B.7 Today therefore accommodation consists of a nave, chancel, north and south aisles, north east chapel, south west entrance porch, south east vestry, south east meeting room. A small low-level bellcote rises at the west end between nave and north aisle holding a single iron bell.
- B.8 The church is heated via a series of gas-fired fan-fluted heaters against the external walls installed in 1999-2000.
- B.9 The mainly grassed church grounds extend to the south of the building is closed and maintained by Durham County Council. A scattering of headstones exist of varying date.
- B.10 The church and its setting are not protected by heritage legislation and are not located within a conservation area.
- B.11 The church is planned on a traditional East-West liturgical axis.
- B.12 Date of Inspection: the church was visited and inspected on the morning and afternoon of Friday 28th May 2021.

Weather: warm, cloudy and dry.



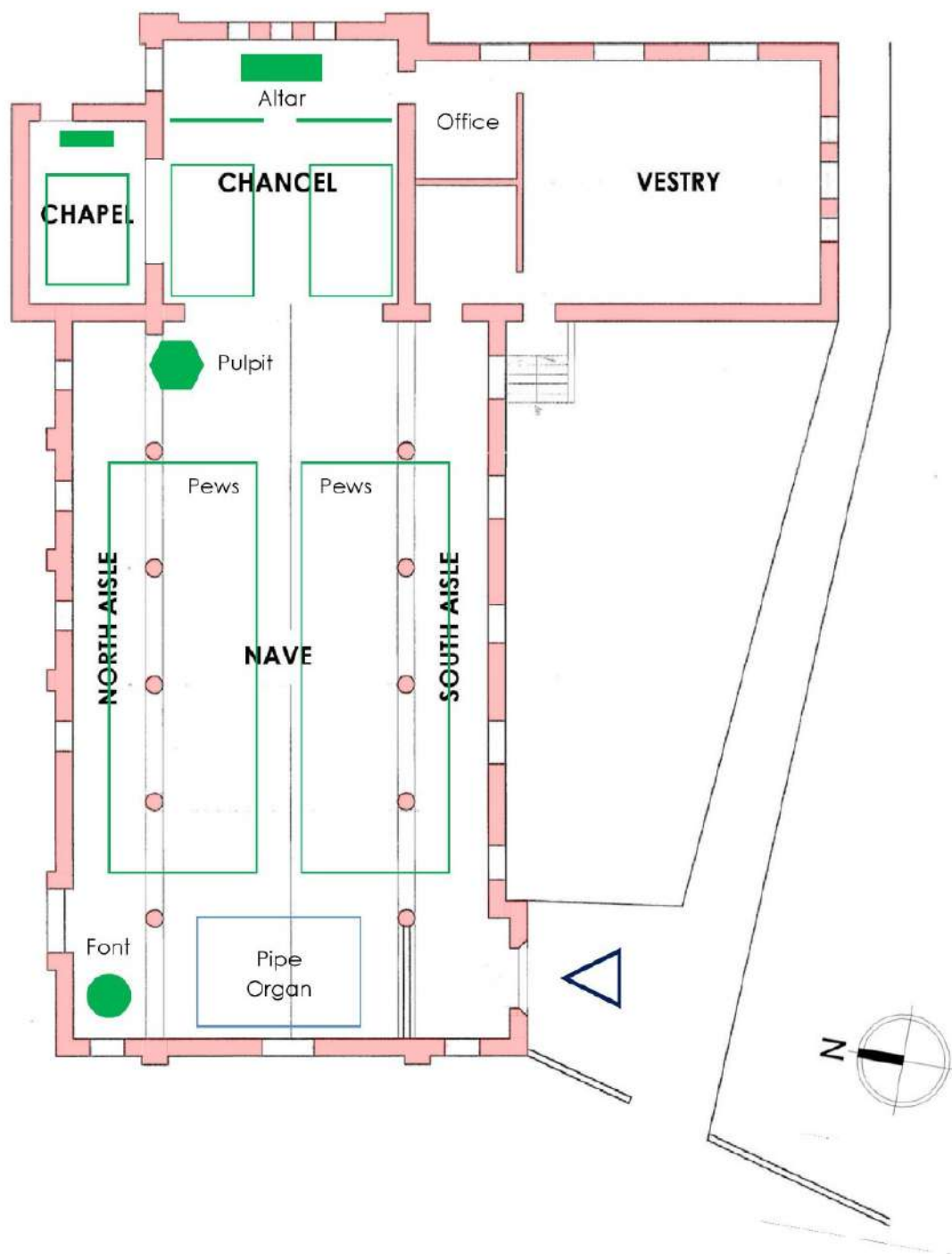
PROJECT
 CHURCH OF St. PHILIP & St. JAMES
 OAK CRESCENT, KIMBLESWORTH, DH2 3QE
 CHURCH FABRIC REPAIR PROJECT

Michael Atkinson
 ARCHITECTURE & HERITAGE

DRAWING TITLE
 CHURCH LOCATION PLAN

DATE	SCALE	DRAWN	CHECKED	JOB NO.	DWG NO.	REV.
25/03/2019	1:1250	-	MA	0208	L 01	*

Fig. 1 | Church Location Plan (not to scale)



PROJECT
 CHURCH OF St. PHILIP & St. JAMES
 OAK CRESCENT, KIMBLESWORTH, DH2 3QE
 CHURCH FABRIC REPAIR PROJECT

Michael Atkinson
 ARCHITECTURE & HERITAGE

DRAWING TITLE
 CHURCH FLOOR PLAN

DATE	SCALE	DRAWN	CHECKED	JOB NO.	DWG NO.	REV.
25/03/2019	NTS	-	MA	0208	S 01	*

Fig. 2 | Church Floor Plan (not to scale)



Fig. 3 | Church Photographs (3.1 + 3.2 Exterior)



Fig. 4 | Church Photographs (4.1 + 4.2 Interior)

C. SCOPE OF THE REPORT

- C.1 A visual inspection of the church has been carried out such as could be undertaken from ground-level and any accessible roofs, galleries and stagings. Binoculars were used for roof inspections externally. Parts of the structure which were inaccessible, enclosed or covered were not opened up or any loose floor coverings lifted.
- C.2 The inspection does not comprise of a structural survey of the Church. Where, in the opinion of the Inspecting Architect, it is apparent that specialist structural engineering advice should be sought; this is recorded in the report.
- C.3 The following inaccessible parts were not included in this inspection:
- a. External bellcote at west end.
 - b. Former Boiler Room underneath Chapel.
 - c. Any hidden floor spaces.
 - d. Roof void over vestry.
 - e. The underside of roofs and roof structure were examined from floor level only through binoculars.
- C.4 The boundary and extent of the churchyard is shown on the location plan (Fig. 1, p. 7).
- C.5 No manhole covers were lifted or drains checked.
- C.6 This report describes defects observed. It is not a specification for execution of any work and must not be used for obtaining builders' estimates.
- C.7 The Parochial Church Council is reminded that it must notify the Diocesan Advisory Committee and/or obtain a faculty before putting any repair work in hand. In most cases specifications, schedules and descriptions of the proposed repairs will be required. This report is not a substitute for such documents but it may be cited in support as identifying the need for repairs.
- C.8 One copy of this Report should be kept with the Church Log Book and Records, for future reference. The Architect will send the requisite number of copies direct to the Diocesan Office.

D. SUSTAINABILITY AND NET ZERO CARBON

On 12 February 2020 General Synod recognised that we are in a climate emergency and committed to an ambitious carbon reduction target of Net Zero by 2030. The culture is changing fast, both outside and within the Church; questions of sustainability should inform all our buildings-related decisions from now on, and this report highlights opportunities for action.

<https://www.churchofengland.org/resources/churchcare/net-zero-carbon-church>

See also the Practical Path to Net Zero Carbon (PPNZC) document in the appendix.

The Church of England Research and Statistics Team has created an Energy Footprint Tool. This will tell your church what your 'carbon footprint' is, based on the energy you use to heat and light your buildings, and is part of the Online Parish Returns System. You will need to input the data from the most recent year's electricity and gas/oil etc. bills, and the tool will then tell you the amount of carbon produced annually by heating and lighting your church building; it will also offer some helpful tips to reduce your carbon emissions. As you use the tool each year, you will be able to see how your church improves, as you take steps to cut your carbon footprint.

<https://www.churchofengland.org/about/policy-and-thinking/our-views/environment-and-climate-change/about-our-environment/energy-footprint-tool>

Most dioceses now have a Diocesan Environmental Officer in post, who may be able to offer support, including on questions of ecology and biodiversity, and signpost you to further resources.

<https://www.churchofengland.org/about/environment-and-climate-change/diocesan-environmental-officers-map>

1. SCHEDULE OF WORKS COMPLETED SINCE THE PREVIOUS QUINQUENNIAL INSPECTION REPORT

1.1 *Repair and Maintenance Work*

- Crack repairs to chancel walling, particularly surrounding the north arch.
- Redecoration to chancel and chapel walling.
- Roof recovering of the nave (south slope) and related rainwater good repairs.
- Water tabling repairs to nave west end (south slope), nave east end (south slope) and south entrance porch.
- Repointing of brickwork to nave west end (including rebuilding of top section to wall outer leaf), south nave clerestorey and south entrance porch.
- New stone apex cross to nave east and west gables.
- Nave south clerestorey and south aisle timber windows refurbished.
- New south entrance door and inner glazed door.
- Damp proofing works to nave west end.
- New floor structure and tiled covering to south entrance porch.
- Redecoration of nave west end and south aisle arcading (above).

Annual checking of service installations and maintenance tasks carried out including:

- Organ tuning and repair
- Electrical installation tested and inspected
- Heating installation serviced
- Fire extinguisher serviced
- Clearing leaves and debris out of rainwater goods

1.2 *Terrier and Log Book*

The Terrier and Log Book were not examined as part of the inspection.

M	It is recommended that as a routine item of maintenance the Log Book is updated and made available for review at every subsequent QI.
----------	---

2. GENERAL CONDITION OF THE CHURCH

The Church continues to be maintained in a sound condition, the setting of the interior is attractive and well presented. Much positive repair work has been carried out since the last inspection which is of great benefit to the church fabric. The continuing hard work of the PCC and churchwardens is to be acknowledged and encouraged.

The church structurally is sound. Past issues with settlement due to mine workings all appear to have been resolved and the church is now on a firm footing. There is evidence across the external and internal fabric of historic movement, noted within the main body of the report. These are hairline and/or slight in nature which do not raise any major structural concerns and regular visual checks over the course of the forthcoming quinquennium period is all that is required. It is important that if the PCC feel that movement is active, ie. through opening of hairline cracking then they are to contact the Church Architect for inspection and advice.

As mentioned, excellent repair work has been carried out over the preceding quinquennial period. Most significantly a comprehensive schedule of repairs to the external fabric carried out in 2019 that addressed water ingress issues within the nave at high level. Reslating of the south slope of the nave was carried out along with rainwater goods refurbishment, water tabling repairs and repointing of the nave west gable/south clerestorey. In addition, the clerestorey windows were refurbished and a new south entrance door installed. Within the south entrance porch, a new tiled floor was laid and new internal glazed doors fitted. This work followed important repair work in the chancel of resin stitching cracks, replastering and redecoration. All now looking in sound, good condition.

The inspection has highlighted the need to address the condition of the roof covering to the north side of the church where slating repairs are needed along with suspected overhaul of the rainwater goods. Work to address poor pointing to the chancel east gable would be highly beneficial, all to be carried out in a traditional manner using a soft lime:sand mortar mix.

Perhaps of a more longer-term priority is the need to carry out joinery repairs to window frames on the north side of the church which like the south side are showing signs of deterioration.

The issue of living sustainably and the CofE's commitment to an ambitious carbon reduction target of Net Zero by 2030 is an important consideration for the PCC. To assist within the appendices is the Practical Path to Net Zero Carbon document which it is hoped to be of some assistance. The CofE have also produced an energy footprint tool to calculate the carbon footprint of your church, details are included within the report.

The on-going life of the church and its buildings depends greatly on the efforts and enthusiasm of its members. Regular maintenance is a key aspect and included with my report is a Maintenance Plan that I hope will assist the church over the course of the next quinquennium.

EXTERNAL**3. ROOF COVERINGS****3.1 NAVE, AISLES, LADY CHAPEL + CHANCEL**

The church roof form consists of a simple pitch to liturgical north and south edges terminating in cast iron eaves guttering. It is covered with blue/grey Welsh slates all to a consistent coursing. The roof terminates at east and west gables in pitched flat water tabling stones with kneelers. A break exists between nave and chancel with the ridge of the latter at a lower level. The ridge is a plain roll top clay tile and mortar bedded.

Aisle roofs are of similar roof covering at lower level and intersecting with the north and south walls of the nave with abutment cover flashings. To the west end of the north aisle there exists a gable of a single bay width with roof covering as described above. Lead valleys exist between intersecting roof slopes.

- 3.1.1 The roof covering to the south aisle was reslated in 1990-91 along with modifications to the lady chapel roof to the north side of the chancel (removal of disused chimney stack) and general repairs elsewhere to all other church roofs. In addition, the south slope of the nave was reslated in 2019 as part of a wider scope of repairs to the church fabric. These phases of roofing work have gone some way to correct persistent issues with water ingress that the church has historically been experiencing.

On inspection the roof covering appears to be in a good, sound condition. There are isolated incidents of slipped, missing and/or cracked slates across the roofing slopes, this is predominantly observed on the north side of the nave, north aisle and lady chapel where reslating work has yet to be carried out. The occasional misaligned slate was observed across the chancel.

R1	It is recommended that slating and ridge tile repairs are undertaken by a local competent and experienced roofing contractor.
-----------	---

M	3.1.2 It is highly recommended that as a routine item of maintenance the roof covering should be examined and repairs undertaken on a twice-yearly basis.
----------	---

3.2 VESTRY

The vestry roof form consists of a simple pitch to east and west edges terminating in cast iron eaves guttering to the west and plastic to the east. It is covered with plain Welsh slates all to a consistent coursing. The roof terminates at the south gable in pitched flat water tabling stones with kneelers. To the north there exist stepped lead flashings covering lead soakers against the chancel wall. The ridge is a plain roll top clay tile and mortar bedded.

- 3.2.1 As per the nave and chancel roof coverings the vestry roof covering was substantially overhauled in 1983, as viewed today this phase of repair is some 38 years old.





On inspection generally the roof covering appears to be in a good, sound condition. There is a cracked section of ridge tile to the east face but appears to be mortared well in position.

M It is highly recommended that as a routine item of maintenance the roof covering should be examined and repairs undertaken on a twice-yearly basis.

4. RAINWATER GOODS AND DISPOSAL SYSTEMS

4.1 NAVE, AISLES + CHANCEL

To the north and south elevation, cast iron ogee profile gutters on rafter brackets discharging into 75mm diameter circular downpipes screw fixed to wall via ear brackets on bobbins, two number downpipes to each elevation. The guttering at high level sits on a simple projecting brick corbel tight against the walling fabric whereas the positioning of the aisle guttering has been altered to introduce a fascia and pull the guttering slightly away from the wall face. At aisle level downpipes discharge directly onto the roof covering via cast iron shoes and at ground level discharge into clay gullies via cast iron shoes. All rainwater goods are painted black.

4.1.1 The rainwater goods were not tested as part of the inspection. The rainwater goods are understood to be operating satisfactorily. Previous QIR's have raised concern over the condition of the rainwater goods to the south side of the nave at high level which was given rise to water ingress into the church. The church fabric repair project of 2019 corrected and refurbished the rainwater goods in this position, now this defect is no longer an issue. Accidental damage of the north aisle eaves gutter during this phase of repair work has been corrected with a short section of repair in code 8 lead. At the time of the inspection leaves/plant growth were observed in the clay gullies.

R1 It would be prudent to assess the condition of the rainwater goods on the north side of the church at the time of carrying out roofing repairs (3.1.1).

4.1.2 The downpipe on the south elevation of the chancel is missing a cast iron shoe.

R1 It is recommended that a matching cast iron shoe is fixed onto this downpipe.

4.1.3 Plant growth has been observed in various locations within the gutters.

M It is recommended that as a routine item of maintenance the rainwater goods should be checked and cleared on a twice-yearly basis.

4.2 VESTRY

To the east and west elevation, half round profile gutters on rafter brackets discharging into 75mm diameter circular downpipes screw fixed to wall via ear brackets on bobbins, one number downpipe to each elevation. The guttering on the west elevation is constructed from cast iron and on the east elevation is constructed from plastic.





A lead lined box gutter exists at the junction between vestry and south aisle. At ground level all downpipes are fitted with shoes and clay gullies to assist future maintenance. All rainwater goods are painted black.

- 4.2.1 The rainwater goods were not tested as part of the inspection.

The rainwater goods are understood to be operating satisfactorily. The lead lined box gutter is hidden from view and regular checks for blockages and/or plant growth should be undertaken. At the time of the inspection leaves/plant growth were observed in the clay gullies.

R4	It is desirable for the rainwater goods along the east elevation to be replaced in black cast iron to match existing elsewhere.
-----------	---

- 4.2.2 Plant growth has been observed in various locations within the gutters.

M	It is recommended that as a routine item of maintenance the rainwater goods should be checked and cleared on a twice-yearly basis.
----------	--

5. BELOW GROUND DRAINAGE

- 5.1 *Surface and foul water drainage exists, assumed leading direct into soakaways to the north east of the church.*

- 5.1.1 The below ground drainage was not examined as part of this inspection.

R3	It is recommended to install a drainage channel along the west end of the church to aid water run off away from the church fabric.
-----------	--

6. PARAPETS AND UPSTAND WALLING

6.1 NAVE, AISLES, LADY CHAPEL + CHANCEL

Pitched water table coping stones exist to both east and west gables alongside break between nave and chancel, constructed from artificial stone. A raking mortar fillet covers the junction between roof and wall at gable intersections. At the chancel abutment with the nave east wall a stepped lead flashing covering lead soakers and mortar fillet exists.

- 6.1.1 Previous QIR's have raised concern over the condition of the water tabling, particularly to the east and west gable ends of the nave. Following church fabric repairs in 2019 the water tabling in these positions is in a sound, satisfactory condition. The water tabling to the north side of the church however was not addressed, particularly at the break point between nave and chancel where the flashing abutment is also in need of some attention. The east end of the chancel has had some patch repair work carried out in conjunction with the underpinning repairs dating from 2013.

The west gable end of the north aisle is known to be in a poor condition, albeit internally the condition of paintwork locally in this area is holding up. It is anticipated that repairs to the water tabling in this area will be needed in the short term.



R2	It is recommended that water tabling repairs/replacement alongside full rebedding in a lime : sand mortar is carried out.
M	6.1.2 Carry out inspection of the water tabling stones in conjunction with the roof covering and rainwater goods (item 3.1.2 and 4.1.3).

6.2 VESTRY

Pitched water table coping stones exist to the south gable, constructed from artificial stone. A raking mortar fillet covers the junction between roof and wall at the gable intersection.

6.2.1 The water tabling stones appear in a fair condition but continues to show deteriorating characteristics as indicated in previous QI reports.

The artificial stone appears to be sound however the bedding material is deteriorating and the mortar fillet at the junction with the roof is thin, coated in a waterproofing mastic and starting to peel at eaves level. The interior condition of plasterwork and decoration in this area is also failing.

R2	It is recommended that water tabling repairs/replacement alongside full rebedding in a lime : sand mortar is carried out.
M	6.2.2 Carry out inspection of the water tabling stones in conjunction with the roof covering (item 3.2.1 and 4.2.2).

7. WALLING

7.1 NAVE, AISLES, LADY CHAPEL + CHANCEL

The external walls appear to be of solid red brickwork with artificial stone surrounds to door and window openings.

7.1.1 The church has suffered damage from mining subsistence in the past with repairs by the National Coal Board being carried out in 1965 and 1970. Movement to the external fabric has ceased or at the very worst be at an insignificant level.

Of note is the issue surrounding the movement at high level of the east gable of the chancel, previous QI reports noted concern over the degree of movement and separation with the roof covering. Recent repairs carried out in 2013/14 involved comprehensive underpinning of the east gable and adjoining chapel to the north. Drainage repairs were also carried out in conjunction with the structural work.

As such it is understood that this corrected any further movement and potential collapse of the east gable, there is certainly no signs of ongoing movement at the time of the inspection.

M	It is recommended that as a routine item of maintenance this area of the church is visually monitored on an annual basis for any signs of movement.
----------	---



7.1.2 Other areas of movement to the external fabric are noted as follows:

- a. West gable of the north aisle where a hint of slight movement is evident above the apex of the window.
- b. Immediately above the arch of the former boiler house door in the east elevation of the chapel/north aisle.
- c. Slight hint of movement beneath kitchen window at low level to the east wall.

R2 It is recommended that these areas of movement are pointed up in a soft lime : sand mortar.

M 7.1.3 It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.

7.1.4 There is no consistency to the pointing material across the brickwork elevations. Alongside existence of original lime mortar, patch repairs have been carried out using inappropriate cementitious mortar of varying styles and level of workmanship. There are significant gaps due to loose, cracked and/or missing sections of mortar. The effect is detriment to the setting of the church and opens up weak areas for moisture ingress.

The church fabric repairs carried out in 2019 looked to start addressing the condition of the pointing with the nave west gable and south clerestorey repointed in a soft lime:sand mortar.

The worst section of walling for mortar condition is that of the east gable of the chancel with patch repointing required to the north and south aisles.

R2 It is recommended that repointing repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.

7.1.5 The artificial stone surrounds to doors and windows are generally in a satisfactory condition despite some instances of damage and/or deterioration. This is predominantly apparent where the reinforcement embedded in window head, jambs and/or cills have expanded and burst the surrounds. This also is an issue where iron window vent/hoppers have exhibited similar rusting characteristics and caused a degree of stress on adjoining walling surrounds.

The church fabric repairs carried out in 2019 looked to start addressing the condition of the stone surrounds with the nave south clerestorey condition addressed.

R2 It is recommended that stone surround repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.



7.2 VESTRY

The external walls appear to be of solid red brickwork with artificial stone surrounds to door and window openings.

7.2.1 Areas of movement to the external fabric are noted as follows:

a. Junction between vestry and chancel at its east face rising vertically.

R2	It is recommended that these areas of movement are pointed up in a soft lime : sand mortar.
-----------	---

M	7.2.2 It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.
----------	---

7.2.3 There is no consistency to the pointing material across the brickwork elevations. Alongside existence of original lime mortar, patch repairs have been carried out using inappropriate cementitious mortar of varying styles and level of workmanship. There are significant gaps due to loose, cracked and/or missing sections of mortar. The effect is detriment to the setting of the church and opens up weak areas for moisture ingress.

R2	Carry out repointing repairs on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.
-----------	--

7.2.4 The artificial stone surrounds to doors and windows are generally in a satisfactory condition despite some instances of damage and/or deterioration. This is predominantly apparent where the reinforcement embedded in window head, jambs and/or cills have expanded and burst the surrounds. This also is an issue where iron window vent/hoppers have exhibited similar rusting characteristics and caused a degree of stress on adjoining walling surrounds.

R2	Carry out repairs on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.
-----------	---

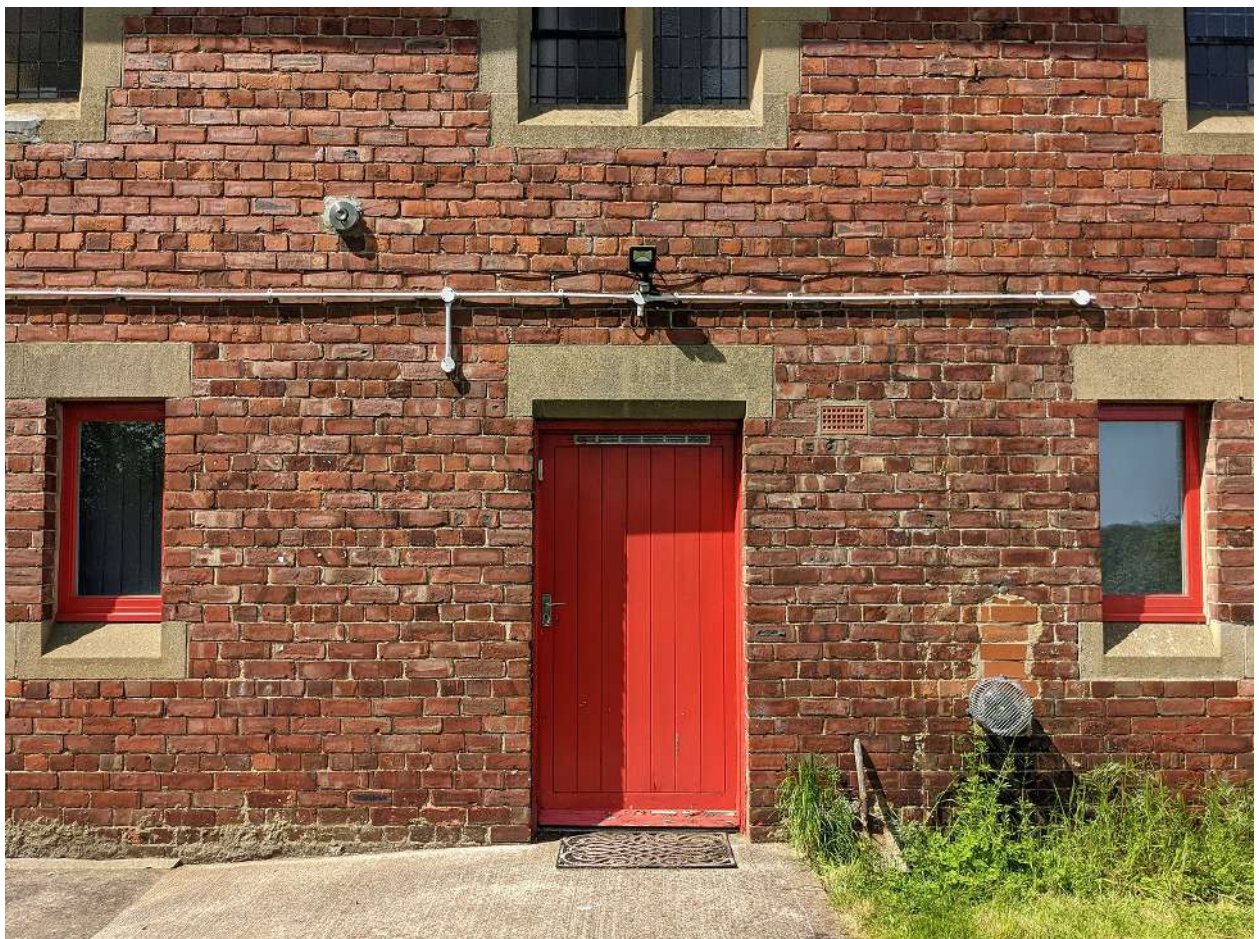
8. **TIMBER PORCHES, DOORS AND CANOPIES**

8.1 SOUTH ENTRANCE DOOR

External door consist of double opening leafs, framed and ledged, vertically boarded timber with pointed arched fanlight in leaded glazing all painted in a red colour. Decorative metal bar handles, painted black.

8.1.1 Replacement door installed as part of the 2019 church fabric repairs, as such is in a sound, good condition.

M	As a matter of ongoing maintenance, it is recommended that the door, door frame and ironmongery is refurbished and redecorated every 5 years.
----------	---





8.2 VESTRY DOOR

External door consist of single opening leaf, framed and ledged, vertically boarded timber all painted in a red colour. Decorative iron handle, painted black.

8.2.1 Generally in a sound, good condition.

M	As a matter of ongoing maintenance, it is recommended that the door, door frame and ironmongery is refurbished and redecorated every 5 years.
----------	---

8.3 MEETING ROOM DOOR

External door consist of single opening leaf, framed and ledged, vertically boarded timber all painted in a red colour. Modern handle.

8.3.1 Generally in a sound, good condition. Slight deterioration to weatherboard

M	As a matter of ongoing maintenance, it is recommended that the door, door frame and ironmongery is refurbished and redecorated every 5 years.
----------	---

8.4 FORMER BOILER HOUSE DOOR

External door consist of single opening leaf, framed and ledged, vertically boarded timber all painted in a red colour. Modern strap hinges and locking bolt.

8.4.1 Door generally in a poor condition. Paint finish and timber deteriorating across face of door. Colour finish has faded due to exposure to the sun.

R1	It is recommended that the door is replaced.
-----------	--

9. WINDOWS9.1 NAVE, AISLES + CHANCEL

The church has a variety of window types and glazing styles. Predominantly in the nave the windows have tinted glazing in a chequered rectangular pattern, border of red and white glass both at aisle and clerestory level.

All are framed in lead comes and set into timber frames painted red externally. There is the occasional iron-framed vent.

To the north aisle are two painted stained glass windows, the Whitby artist Alan Davies was commissioned with the design of each and installed in 2015.

To the west end there is a pair of short lancet windows displaying 'Mother and Child', the theme of the window incorporating symbolic elements representing the Nativity in a semi-abstract manner.

Mid way along the north aisle is the second window titled 'Creation and Harmony'.

To the south aisle is a single painted stained glass window commissioned at the turn of the century and titled 'The Millennium Window'.

The east window to the chancel is made up of three tall lancets with shallow pointed heads. The centre window has stained glass inserted dating from 1909 and depicts Christ on the cross. The backdrop and adjacent windows consist of the tinted windows seen elsewhere.

The west window to the nave is made up of three tall lancets with shallow pointed heads. The design is of a simple one, consisting of tinted glass with red and white borders as seen elsewhere.

- 9.1.1 The glazing is generally in a good condition, in particular the recent windows design by Alan Davies in the north aisle in excellent condition.

There is the occasional buckled panel and cracked panel but none yet needed attention and repair.

The condition of the timber frame is however in a poorer condition. Externally the paint finish is failing in several places and rot particularly in the cill section is evident, not unexpected due to it vulnerable location. The window frames to the south side of the nave were addressed as part of the fabric repairs carried out in 2019.

R3	It is recommended that a programme of joinery repairs and redecoration of the north nave, north aisle and lady chapel window frames is carried out over the course of the quinquennium.
-----------	---

- 9.1.2 The iron-framed vents are rusting in places and have caused some damage to the artificial stone surrounds due to expansion of the units.

R4	It is desirable to have the iron-framed vent units removed at each future incident of re-leading the glazing.
-----------	---

R4	9.1.3 It is desirable to commission a conservators report on the condition and future repair of the glazing.
-----------	--

9.2 VESTRY

The vestry wing has leaded lights of uncoloured glass set directly into the artificial stone surrounds without timber framing (as seen elsewhere).

The meeting room windows are of hardwood frames with double glazing units, replaced in 2016.

- 9.2.1 The glazing is generally found to be in a sound, good condition. There is a degree of buckling to the south window but not yet at a degree that requires attention and repair.

R4	It is desirable to commission a conservators report on the condition and future repair of the glazing.
-----------	--



INTERNAL

10. TOWERS, SPIRES

10.1 There are no towers and/or spires existing within the church.

11. CLOCKS AND THEIR ENCLOSURES

11.1 There are no clocks and associated enclosures existing within the church.

12. ROOF AND CEILING VOIDS

12.1 Enclosed roof and ceiling voids were not examined as part of this inspection. See note made within Scope of the Inspection.

13. ROOF STRUCTURES, CEILINGS, CEILURES

13.1 NAVE, AISLES, LADY CHAPEL + CHANCEL

The nave roof structure comprises of softwood sarking board supported on rafters, two purlins to each roof slope with king post trusses incorporating raked struts and a raised bottom chord to each seventh rafter over six bays. A metal tie rod spans from the underside of the bottom chord at its mid-point terminating at the bottom edge of the truss to each roofing slope. At the second bay from the west a double king post truss exists.

13.1.1 There is no evidence of recent water ingress and as such the roof structure appears in a good condition.

The aisle roof structure comprises of softwood sarking board supported on rafters, extending through from the nave roof beyond. A similar roof structure exists over the chapel at the east end.

13.1.2 There is some indication of water ingress in the form of white staining to the sarking board edging at eaves level (believed to be historic rather than recent), otherwise the roof structure appears in a good condition.

M It is recommended that as a routine item of maintenance the condition of this sarking board is visually monitored on an annual basis for further water ingress.

13.1.3 Cobwebbing is prevalent across the exposed roof structure over the chapel.

R1 It is recommended that this cobwebbing is removed.

The chancel roof structure comprises of softwood sarking board supported on rafters, two purlins to each roof slope with a single king post truss incorporating raked struts and a raised bottom chord to each seventh rafter over two bays. A metal tie rod spans from the underside of the bottom chord at its mid-point terminating at the bottom edge of the truss to each roofing slope.



13.1.4 There is no evidence of recent water ingress and as such the roof structure appears in a good condition.

Cobwebbing is prevalent across the exposed roof structure over the chancel.

R1 It is recommended that this cobwebbing is removed.

13.2 VESTRY

Timber panelled ceiling throughout.

13.2.1 There is no evidence of recent water ingress and as such the ceiling appears in a good condition.

13.3 MEETING ROOM

Painted plastered ceiling throughout.

13.3.1 There is no evidence of recent water ingress and as such the ceiling appears in a good condition.

14. UPPER FLOORS, BALCONIES, ACCESS STAIRWAYS

14.1 There are no upper floors, balconies or access stairways existing within the church.

15. PARTITIONS, SCREENS, PANELLING, DOORS AND DOOR FURNITURE

15.1 CHANCEL PANELLING

The chancel has carved oak wall panelling around the perimeter of north, east and south walls that stands at approximately 2.1m high and has a detailed rope carving at its top.

It is in excellent condition.

M Although there are no signs at present of any insect or beetle infestation it is sensible to be mindful and regularly check for any signs of activity in this area.

15.2 ALTAR REREDOS

A carved oak reredos exists immediately behind the high altar that stands at approximately 2.2m high and has detailed fleur-de-lis carving projecting above the top line of the surrounding panelling.

It is in excellent condition.

M Although there are no signs at present of any insect or beetle infestation it is sensible to be mindful and regularly check for any signs of activity in this area.



16. GROUND FLOOR STRUCTURE, TIMBER PLATFORMS

16.1 NAVE, AISLES, LADY CHAPEL + CHANCEL

Floor finishes throughout are of timber boarding running north – south other than within the chancel where a tiled floor is evident. The underlying construction varies in that the boarding in the westernmost two bays of the Nave is fixed directly to a concrete base whereas the rest is on timber joists.

A red carpet lines the central aisle of the nave running full length through to the chancel and raised high altar platform.

- 16.1.1 The timber boarding generally all appears in a good condition. A new tiled floor has been laid in the south entrance porch as part of church fabric repairs carried out in 2019, as such it is in excellent condition.

Flooring tiles to the chancel are loose and damaged in places.

R3

It is recommended that tile repairs are carried out within the chancel.

- 16.1.2 The steps into the chancel have a movement crack running north – south along its length at the junction of going and riser. This may well be due to weaknesses in sleeper wall construction support the floor of the nave at its east end or alternatively linked to issues with subsidence previously experienced over the chancel and chapel.

M

It is recommended that as a routine item of maintenance this crack location are visually monitored on an annual basis for any further movement.

16.2 VESTRY

Floor finishes throughout are of timber boarding with underlying construction of suspended timber joists. A blue carpet covers the timber boarding in its entirety.

- 16.2.1 The timber boarding appear firm under foot and carpet is in good condition.

16.3 MEETING ROOM

Floor finishes throughout are of timber boarding with underlying construction of a solid concrete base. A blue carpet covers the timber boarding in its entirety.

- 16.3.1 The timber boarding appear firm under foot and carpet is in good condition.

17. INTERNAL FINISHES

17.1 NAVE, AISLES, LADY CHAPEL + CHANCEL

White painted brickwork throughout the nave, white painted plastered walls to chancel.



17.1.1 Previous QIR made mention of deterioration and breakdown of the decoration finish at high level on the south side of the nave concentrated around the two easternmost bays. This has been addressed as part of the church fabric repairs carried out in 2019.

There are signs however of breakdown of the decoration finish at eaves level on the north aisle to the east of the 'Creation and Harmony' window. This is assumed to be linked to water ingress via the guttering and eaves slating in this location.

R3

It is recommended that redecoration is carried out following correction of any external defect as noted in item 3.1.1 and 4.1.1.

17.1.2 There is evidence of deterioration and breakdown of the decoration finish at low level, most particularly against the east end on both north and south walls. This is linked to rising moisture penetration or more probably weaknesses in the pointing material previously noted.

R3

It is recommended that decoration is carried out following correction of any external defects as noted in item 7.1.4 and 7.1.5.

17.1.3 There is the occasional evidence of hairline cracking rising vertically from the apex of window openings along both north and south aisles.

M

It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.

17.1.4 Previous QIR notes regarding cracking to the chancel walls have been addressed by resin stitching, replastering and redecoration during the preceding quinquennium period. Carrying out of this repair work has ensured that the chancel walls are now found to be in a sound, good condition.

M

It is recommended that as a routine item of maintenance the chancel walls are checked for any signs of ongoing movement and/or hairline cracking.

17.2 VESTRY

White painted plastered walls.

17.2.1 Generally all in a good condition, except the south elevation which has signs of deterioration to the decoration finish at the west side. This is linked to failure of the water tabling stones and defects in the pointing material previously noted.

R3

It is recommended that decoration is carried out following correction of any external defects as noted in item 6.2.1.

17.2.2 There is a hint of previous movement against the east wall at its north end corresponding to external crack defects noted in item 7.2.1.

M

It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.





17.3 MEETING ROOM

White painted plastered walls.

17.3.1 Found to be in a sound, good condition.

Previous QIR have raised concern over dampness against the west wall at low level by the ramp to the accessible WC. This defect has been corrected as part of church fabric repairs carried out in 2019.

The east wall, particularly in the accessible WC and adjacent storage area is affected by damp penetration through poor quality of the brickwork pointing. Efflorescence and peeling paintwork are evident.

R3 It is recommended that decoration is carried out following correction of any external defects as noted in item 7.1.4.

18. FIXTURES, FITTINGS, FURNITURE AND MOVABLE ARTICLES

18.1 FONT

Original simple octagonal stone font top sat on concrete stem base with timber cover complete with metal decorative handle and plate. Font is located at west end of north aisle.

All is in excellent condition.

18.2 PULPIT

Oak panelled pulpit hexagonal in plan form of simple design with stepped access to rear. Pulpit is located at north east corner of nave.

All is in excellent condition.

M Although there are no signs at present of any insect or beetle infestation it is sensible to be mindful and regularly check for any signs of activity in this area.

18.3 PEWS

Pews are made from stained softwood and of simple design with curved ends. Brass memorial plaques exist to pew ends.

All is in excellent condition.

M 18.3.1 Although there are no signs at present of any insect or beetle infestation it is sensible to be mindful and regularly check for any signs of activity in this area.

R4 18.3.2 It is desirable to consider the replacement of pews with new chairs/benches to provide a more flexible space for both church and community activities.

18.4 CHURCH BELL

There is a single bell; c.9 inch in diameter, dating from c.1923 and foundry unknown. It is housed externally in a low-level bellcote at the north west corner of the nave.



The condition of the bell and its mountings were refurbished as part of the church fabric repairs carried out in 2019. It is understood to be in regular use.

19. TOILETS, KITCHENS ETC.

19.1 TOILETS

The church has an accessible WC within the northern section of the meeting room. It is in an excellent condition.

19.2 KITCHEN

The church has kitchen facilities within the northern section of the meeting room. It is in an excellent condition. White PVCU sheeting wall protection was installed as part of the church fabric repairs in 2019.

20. ORGANS AND OTHER MUSICAL INSTRUMENTS

20.1 The church organ is located immediately to the west of the nave positioned centrally and facing the rear of the congregational seating.

The original pipe organ within the church (date unknown), assumed Blackett & Howden builders was replaced in c.1976. The organ as seen today was restored by T. Davison of Durham originating from Attendale Cottages Methodist Church by Nelson & Co. of Durham.

It is understood to be in good working order and tuned regularly.

M Although no testing of the musical instrument was made as part of the inspection it is recommended that it is checked and inspected regularly.

All maintenance and repair works associated with the organ to be undertaken by a competent and experienced organ tuner.

21. MONUMENTS, TOMBS, PLAQUES, ETC.

21.1 *Dedication Plaque 1901*

Located on the north aisle adjacent to the 'Mother and Child' stained/painted glass window is a brass dedication plaque dated Christmas 1901 with the following inscription:

DEO FAVENTE

THE FOUNDATION STONE OF THE MISSION CHURCH & INSTITUTE AT
KIMBLESWORTH IN THE PARISH OF WITTON GILBERT WAS LAID BY
MRS CHAS HUNTER OF SELABY IN THE PRESCENCE OF DR WATKINS.
ARCHDEACON OF DURHAM. OCTR. 10TH. 1892.

THE CHURCH WAS CONSECRATED AND INSTITUTE OPENED BY BROOK FOSS.
BISHOP OF DURHAM ON ST. PHILIP AND ST. JAMES DAY, 1893.
THE LAND WAS GIVEN BY EARL DURHAM & ITS LEASE BY THE CHARLAW
COLLIERY CO.
THE COST WAS £1530.
RECTOR REV ARTHUR WATTS.



It is in excellent condition.

21.2 *Church Banner*

Located on the east side of the south aisle at high level is a fabric banner, blue background with image of Madonna and Child placed centrally titled 'ST. PHILIP AND ST. JAMES KIMBLESWORTH'.

It is in excellent condition.

22. SERVICE INSTALLATIONS GENERALLY

22.1 The comments made in the Quinquennial report regarding service installations are based on a visual examination only and that no tests or services have been undertaken.

Recommendations for the interval of inspections and tests to be carried out are indicated below as part of the continued maintenance of the Church building.

23. HEATING INSTALLATION

23.1 The heating installation to the church consists of various gas-fired fan-fluted heaters against the external walls installed in 1999/2000.

It is serviced on an annual basis and is understood to be classified as a 'safe installation'. The next servicing cycle is now due.

M It is recommended that the system be checked annually each summer by a suitably qualified and competent engineer.

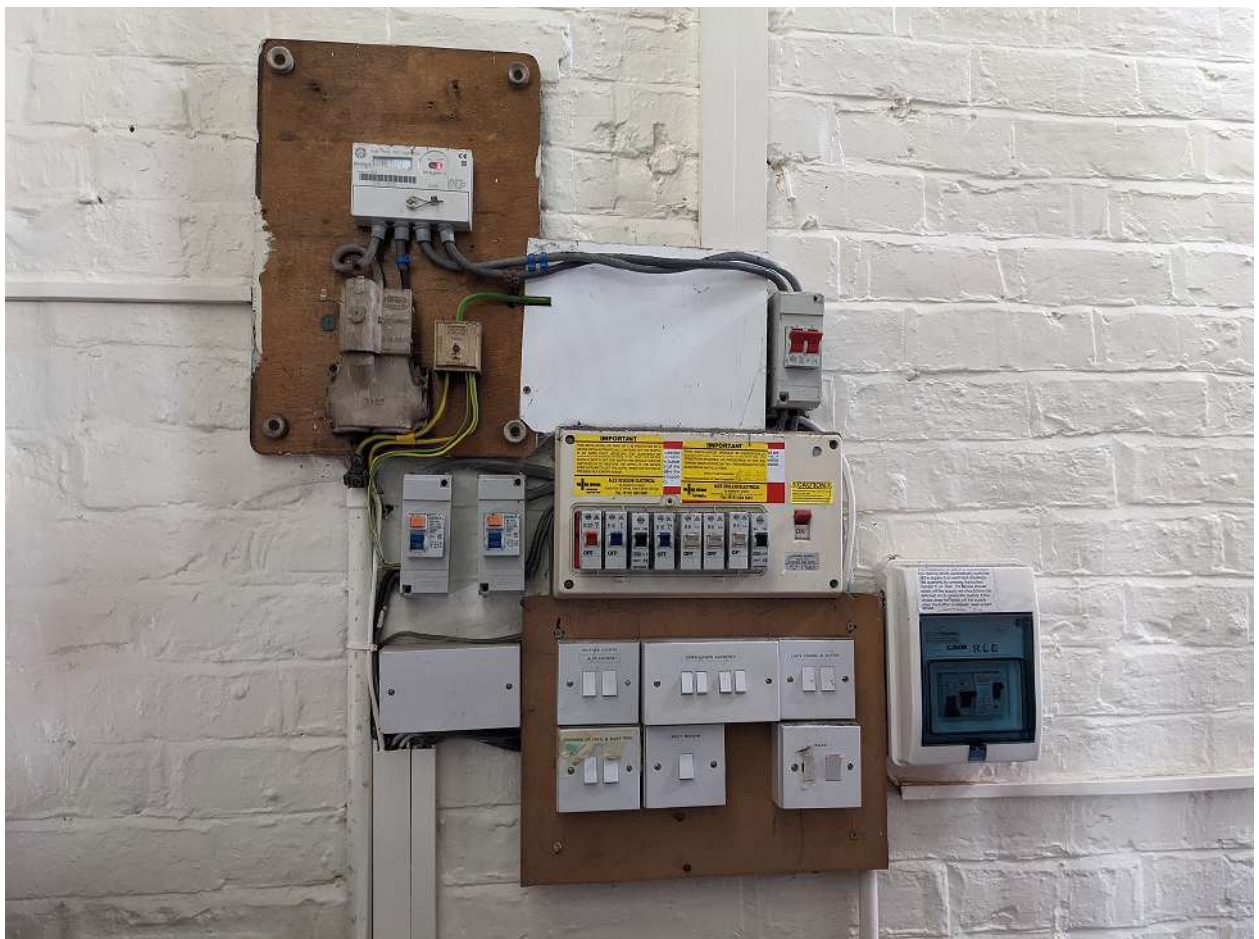
23.2 The gas metering is located under benching within the corner of the kitchen adjacent to the meeting room. The full testing of this appliance was problematical due to its restricted siting. Enquiries have been made to Northern Gas Networks regarding its relocation to the external east wall of the chancel within a lockable housing to aid future maintenance and testing.

R3 It is recommended that the relocation of the gas meter is carried out over the quinquennium period by Northern Gas Networks.

23.3 The gas safe engineer currently used by the church has given notice that he is no longer carrying the correct accreditation and is soon to retire. An alternative gas safe engineer has been approached to carry out regular inspection and testing of the system.

It would be prudent for the PCC to consider commissioning a feasibility study to gauge options for a more environmentally 'green' source of heating and installation. This is in line with the Church of England's commitment to be net zero carbon by 2030.

R1 Commission heating installation feasibility study.



24. ELECTRICAL INSTALLATION

24.1 The electrical installation was effectively rewired in 2004. Principal incoming electrical supply and switchgear can be found against the west wall of the nave behind the organ at the south side.

The electrical installation should have a Fixed Wiring and Inspection Testing (FWIT) at least every five years by a registered National Inspection Council for Electrical installation Contracting (NICEIC) or NAPIT full scope or ECA full competence accredited registered electrician. A resistance and earth continuity test should be obtained on all circuits. The inspection and testing should be carried out in accordance with part 6 of the IEE Regulations, (BS 7671:2008) guidance note no. 3. The engineer's test report should be kept with this report.

The installation is tested every five years and is understood to be in a satisfactory condition.

M It is recommended that the electrical installation is inspected every five years by a competent, experienced and accredited electrician.

24.2 Testing of all electrical portable appliances is also carried out.

M It is recommended to carry out PAT testing annually.

25. SOUND SYSTEM

25.1 The existing sound system was not tested as part of the inspection. It is understood that all is in a satisfactory working condition.

M It is recommended to carry out sound system testing annually.

26. LIGHTNING CONDUCTOR

26.1 There is no lightning protection system installed on the church.

R3 Despite the church's lack of spire and/or tower it is recommended that the PCC approach a suitably qualified and competent engineer to determine the requirement for lightning protection under BS 6651 and BS EN 62305.

27. FIRE PRECAUTIONS

27.1 Fire safety rules affecting all non-domestic premises came into effect on 01 October 2006 (The Fire Safety Order 2005). Further advice can be obtained from the fire prevention officer and from the PCC's insurers. Under the Fire Regulatory Reform Act HCT need to appoint a 'responsible person' to carry out a Fire Risk Assessment, which includes clear plans in case of fire (identification of risk, evacuation strategies, the safe removal of valuables etc).

The PCC should ensure that there is a suitable and sufficient risk assessment in place. Further guidance is available at www.firesafetylaw.communities.gov.uk and www.churchcare.co.uk/building

M All fire extinguishers should be inspected annually by a competent engineer to ensure they are in good working order with the inspection recorded in the chapel log book and on the individual extinguishers.

A water type fire extinguisher (sited adjacent to the entrance/exit) should be provided. As a general rule of thumb, one water extinguisher should be provided for every 250m² of floor area. A service of portable extinguishers report should be kept with this report.

The extinguishers are serviced annually and are all in good working order.

28. ACCESSIBLE PROVISION AND ACCESS

28.1 The Equality Act 2010 makes it unlawful to discriminate against disabled persons relating to the provision of goods, facilities and services or the management of premises. The Act covers all forms of disability such as sensory, mobility, manual dexterity, hearing, sight and speech impairments and learning difficulties.

28.1.1 There is good access into the church via the south entrance porch, where there are ramps and handrails. Equally there is ramped access into the meeting room via pathways along the south and east side of the church.

An accessible WC exists as part of the meeting room facilities.

The pews within the nave preclude space for wheelchairs to unassisted manoeuvre into the body of the congregation, as such this is a loss of independence.

R3 It is recommended to consider adaption of the nave pews to create space for wheelchair users.

There is a step at the chancel communion rail.

R2 28.1.2 Any access audit reports previously carried out would benefit from revisiting to assess current needs and facilities provided are compatible with current guidance of The Equality Act.

29. INSURANCE

29.1 Insurance cover should be index-linked, so that adequate cover is maintained against inflation of building costs. Contact should be made with PCC's insurance company to ensure that insurance cover is adequate. When construction works are being planned, it is recommended that the PCC's insurers are notified.

30. HEALTH AND SAFETY

- 30.1 Overall responsibility for the health and safety at the chapel and any grounds lies with the PCC. This report may identify areas of risk as part of the inspection, but this does not equate to a thorough and complete risk assessment by the PCC of the building and any attached grounds.

The Construction (Design and Management) Regulations 2015

The PCC are reminded that construction and maintenance works undertaken may require the appointment of a competent Principal Designer in order to discharge their legal responsibilities.

The role of the Principal Designer is to advise the PCC on their duties in respect of the health and safety aspects of the construction works to include ensuring that a Health and Safety Plan is prepared, impartially advise on the health and safety aspects of the design, advise on the satisfactory resources for health and safety and assist with coordination of the Health and Safety file on completion of the works.

31. MANAGEMENT OF ASBESTOS IN THE BUILDING

- 31.1 The Control of Asbestos at Work Regulations contain duties for the PCC. The Regulations came into force in May 2004. They require an assessment of the building by the PCC. If the presence of asbestos that has not been encapsulated is suspected a survey by a competent specialist should be carried out, including testing where necessary. The location and condition of asbestos containing materials should be recorded in an asbestos register. Where recommended by the survey report, the asbestos should be removed.

An assessment has not been covered by this report. An asbestos register should be available for any Contractors working on the building. Further information is included in the HSE code of practice *The Management of Asbestos in Non Domestic Premises L127* and guidance is available at www.churchcare.co.uk/building

When construction works are being planned at a preliminary stage an appraisal/investigation into the presence of asbestos should be carried out.

An asbestos Management Survey Report was carried out by Armstrong Environmental in 2013.

32. PROTECTED WILDLIFE

- 32.1 The siting of the church may well give rise to the presence of bat roosts or other ecology noted of special interest, presumed to be of low to medium risk.

Several wildlife species typically found in chapels and chapel burial grounds are protected by legislation under the Wildlife and Countryside Act 1981, under which it is an offence to kill, injure, handle or disturb bats or bat roosts and prosecutable with heavy fines.

Approval of Natural England will be required for works in the protected species habitat. This may affect the timing of any proposed repairs. For general repairs, the presence of bats is most likely to have implications for the timing of works. Natural England may carry out an initial inspection of the building and churchyard free of charge. It is a serious criminal offence to be in breach of parts of this legislation.

This is particularly pertinent where roofing works are concerned.

33. MAINTENANCE

- 33.1 The repairs recommended in the report (except for some minor maintenance items) will be subject to Diocesan Faculty Approval. Inspection every 5 years is recommended, and it should be recognised that serious defects may develop between these surveys if minor defects and maintenance are left unattended. The PCC are strongly advised to enter into a contract with a local competent and experienced builder for the cleaning-out of gutters, valleys, hoppers and downpipes twice a year; towards the end of Autumn (November) and beginning of Spring (April).

Cement based mortars, renders, plasters and products, modern polymer-based emulsion and proprietary sealant systems which prevent breathability of the historic fabric should be avoided. All these systems are now known to have a steady deleterious effect on the materials, environmental conditions and character of historic buildings.

CURTILAGE**34. CHURCH GROUNDS**

- 34.1 The church grounds are mainly grassed extending to the south of the building; it is closed and maintained by Durham County Council. Mature trees exist along both north and south edges.

A scattering of headstones exist of varying date.

35. RUINS

- 35.1 There are no ruins existing within the church grounds.

36. MONUMENTS, TOMBS AND VAULTS

- 36.1 Headstones exist to the south of the church. It is understood that certain headstones found to be unstable and/or insecure were subject to stabilisation works by Durham County Council last carried out in 2005.

M	It is recommended that as a routine item of maintenance that a visual check of the headstones are carried out on an annual basis. Any signs of instability and/or damaged headstones are to be reported to Durham County Council.
----------	---

R1	36.2 It is recommended to make enquiries with Durham County Council regarding the last known condition survey of the headstones.
-----------	--

R4	36.3 It is desirable to commission a church grounds plan of all existing headstones.
-----------	--

37. BOUNDARY WALLS, LYCHGATES AND FENCING

- 37.1 The west boundary to the church consists of timber paling fence, recently renewed to replace previously a similar boundary in deteriorating condition. All is in an excellent condition.

At the entrance to the church grounds on the west boundary (immediately adjacent to the church) is a low red brick wall with chamfered artificial stone copings. On top of the low wall are iron railings, painted black. A break at the south end of the wall is a pair of iron gates providing access to the church and church grounds. All is in a good condition.

- 37.2 The east and south boundaries consist of simply dense shrubs, holly bushes, brambles and trees. All appear to be in a healthy condition, presumably subject to maintenance by Durham County Council.

38. TREES AND SHRUBS

- 38.1 There are several mature trees existing within the church grounds along the east, south and west sides.

The last known date of any condition inspection is not known, presumably carried out by Durham County Council.





R1

It is recommended that enquiries are made with Durham County Council regarding the last known inspection date of the trees.

A large silver birch was removed within the adjacent garden to the north of the church all as part of the church fabric repairs carried out in 2019. This will help with lessening of leaf debris across roof coverings and gutters locally, the tree work is welcomed and beneficial for the fabric of the church.

39. HARDSTANDING AREAS

- 39.1 There is an existing concrete path leading from the west entrance gate in an easterly direction towards the vestry wing provided access to the meeting room on its east side. A stepped exit from the first-floor vestry on the west side interlinks with this path network.

The area in front of the south entrance door has recently been covered in tarmac that provides a ramped rather than stepped access to church. Handrails have been provided adjacent to this ramped entrance.

Hardstanding areas all appear to be in a good condition, although due to the sloped gradient of the church grounds the concrete surface is a little slippery in frost and/or icy conditions.

- 39.2 There is an existing pitched concrete apron immediately in front of the west end of the church providing parking accommodation for three vehicles.

Hardstanding area all appears to be in a good condition.

A concrete drainage grill at the base of the sloping concrete apron is susceptible to blocking.

M

It is recommended that as a routine item of maintenance the concrete drainage channel is cleared on a twice-yearly basis.

40. NOTICEBOARD

- 40.1 A new church noticeboard is mounted on the west elevation of the nave.

It is in an excellent condition.

RECOMMENDATIONS

RO

Urgent works requiring immediate attention.

--	--	--

R1

Work recommended to be carried out during the next 12 months.

3.1.1	<i>Roof Coverings – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that slating and ridge tile repairs are undertaken by a local competent and experienced roofing contractor.	
4.1.1	<i>Rainwater Goods – Nave, Aisles, Lady Chapel + Chancel</i>	
	It would be prudent to assess the condition of the rainwater goods on the north side of the church at the time of carrying out roofing repairs (3.1.1).	
4.1.2	<i>Rainwater Goods – Chancel South Elevation</i>	
	It is recommended that a matching cast iron shoe is fixed onto this downpipe.	
8.4.1	<i>Doors – Former Boiler House</i>	
	It is recommended that the door is replaced.	
13.1.3	<i>Roof Structure – Lady Chapel</i>	
	It is recommended that this cobwebbing is removed.	
13.1.4	<i>Roof Structure – Chancel</i>	
	It is recommended that this cobwebbing is removed.	
23.3	<i>Heating Installation</i>	
	Commission heating installation feasibility study.	
36.2	<i>Monuments, Tombs and Vaults</i>	
	It is recommended to make enquiries with Durham County Council regarding the last known condition survey of the headstones.	
38.1	<i>Trees and Shrubs</i>	
	It is recommended that enquiries are made with Durham County Council regarding the last known inspection date of the trees.	

R2

Work recommended to be carried out within 18 – 24 months.

6.1.1	<i>Parapets & Upstand Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that water tabling repairs/replacement alongside full rebedding in a lime : sand mortar is carried out.	
6.2.1	<i>Parapets & Upstand Walling – Vestry</i>	
	It is recommended that water tabling repairs/replacement alongside full rebedding in a lime : sand mortar is carried out.	
7.1.2	<i>Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that these areas of movement are pointed up in a soft lime : sand mortar.	
7.1.4	<i>Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that repointing repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.	
7.1.5	<i>Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that stone surround repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.	
7.2.1	<i>Walling – Vestry</i>	
	It is recommended that these areas of movement are pointed up in a soft lime : sand mortar.	
7.2.3	<i>Walling – Vestry</i>	
	It is recommended that repointing repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.	
7.2.4	<i>Walling – Vestry</i>	
	It is recommended that stone surround repairs are carried out on a phased approach across the quinquennial period, although a start early in this period is highly recommended at year 2.	
28.1.2	<i>Accessible Provision and Access</i>	
	Any access audit reports previously carried out would benefit from revisiting to assess current needs and facilities provided are compatible with current guidance of The Equality Act.	

R3

Work recommended to be carried out within 5 years.

5.1.1	<i>Below Ground Drainage</i>	
	It is recommended to install a drainage channel along the west end of the church to aid water run off away from the church fabric.	
9.1.1	<i>Windows – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that a programme of joinery repairs and redecoration of the north nave, north aisle and lady chapel window frames is carried out over the course of the quinquennium.	
16.1.1	<i>Ground Floor Structure - Chancel</i>	
	It is recommended that tile repairs are carried out within the chancel.	
17.1.1	<i>Walling Finishes – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that redecoration is carried out following correction of any external defect as noted in item 3.1.1 and 4.1.1.	
17.1.2	<i>Walling Finishes – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that decoration is carried out following correction of any external defects as noted in item 7.1.4 and 7.1.5.	
17.2.1	<i>Walling Finishes – Vestry</i>	
	It is recommended that decoration is carried out following correction of any external defects as noted in item 6.2.1.	
17.3.1	<i>Walling Finishes – Meeting Room</i>	
	It is recommended that decoration is carried out following correction of any external defects as noted in item 7.1.4.	
23.2	<i>Heating Installation</i>	
	It is recommended that the relocation of the gas meter is carried out over the quinquennium period by Northern Gas Networks.	
26.1	<i>Lightning Conductor</i>	
	Despite the church's lack of spire and/or tower it is recommended that the PCC approach a suitably qualified and competent engineer to determine the requirement for lightning protection under BS 6651 and BS EN 62305.	
28.1.1	<i>Accessible Provision and Access</i>	
	It is recommended to consider adaption of the nave pews to create space for wheelchair users.	

R4

A desirable improvement with no timescale.

4.2.1	<i>Rainwater Goods - Vestry</i>	
	It is desirable for the rainwater goods along the east elevation to be replaced in black cast iron to match existing elsewhere.	
9.1.2	<i>Windows – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is desirable to have the iron-framed vent units removed at each future incident of re-leading the glazing.	
9.1.3	<i>Windows – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is desirable to commission a conservators report on the condition and future repair of the glazing.	
9.2.1	<i>Windows – Vestry</i>	
	It is desirable to commission a conservators report on the condition and future repair of the glazing.	
18.3.2	<i>Fixtures, Fittings, Furniture – Pews</i>	
	It is desirable to consider the replacement of pews with new chairs/benches to provide a more flexible space for both church and community activities.	
36.3	<i>Monuments, Tombs and Vaults</i>	
	It is desirable to commission a church grounds plan of all existing headstones.	

M	Routine items of maintenance.
----------	-------------------------------

1.2	<i>Terrier and Log Book</i>	
	It is recommended that as a routine item of maintenance the Log Book is updated and made available for review at every subsequent QI.	
3.1.2	<i>Roof Coverings – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that as a routine item of maintenance the roof covering should be examined, and repairs undertaken on a twice-yearly basis.	
3.2.1	<i>Roof Coverings – Vestry</i>	
	It is recommended that as a routine item of maintenance the roof covering should be examined, and repairs undertaken on a twice-yearly basis.	
4.1.3	<i>Rainwater Goods – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that as a routine item of maintenance the rainwater goods (gutters, downpipes and gullies) should be checked and cleared on a twice-yearly basis.	
4.2.2	<i>Rainwater Goods – Vestry</i>	
	It is recommended that as a routine item of maintenance the rainwater goods (gutters, downpipes and gullies) should be checked and cleared on a twice-yearly basis.	
6.1.2	<i>Parapets and Upstand Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	Carry out inspection of the water tabling stones in conjunction with the roof covering and rainwater goods (item 3.1.2 and 4.1.3).	
6.2.2	<i>Parapets and Upstand Walling – Vestry</i>	
	Carry out inspection of the water tabling stones in conjunction with the roof covering and rainwater goods (item 3.2.1 and 4.2.2).	
7.1.1	<i>Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that as a routine item of maintenance this area of the church is visually monitored on an annual basis for any signs of movement (Chancel East End).	
7.1.3	<i>Walling – Nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.	

7.2.2	<i>Walling – Vestry</i>	
	It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.	
8.1.1	<i>Doors – South Entrance</i>	
8.2.1	<i>Doors - Vestry</i>	
8.3.1	<i>Doors – Meeting Room</i>	
	As a matter of ongoing maintenance, it is recommended that the door, door frame and ironmongery is refurbished and redecorated every 5 years.	
13.1.2	<i>Roof Structures – nave, Aisles, Lady Chapel + Chancel</i>	
	It is recommended that as a routine item of maintenance the condition of this sarking board is visually monitored on an annual basis for further water ingress.	
15.1	<i>Chancel Panelling</i>	
15.2	<i>Altar Reredos</i>	
	Although there are no signs at present of any insect or beetle infestation it is sensible to be mindful and regularly check for any signs of activity in this area.	
16.1.2	<i>Ground Floor Structure – Chancel Steps</i>	
	It is recommended that as a routine item of maintenance this crack location are visually monitored on an annual basis for any further movement.	
17.1.3	<i>Internal Finishes – Nave</i>	
	It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.	
17.1.4	<i>Internal Finishes – Chancel</i>	
	It is recommended that as a routine item of maintenance the chancel walls are checked for any signs of ongoing movement and/or hairline cracking.	
17.2.2	<i>Internal Finishes – Vestry</i>	
	It is recommended that as a routine item of maintenance these crack locations are visually monitored on an annual basis for any further movement.	
18.2	<i>Fixtures, Fittings, Furniture – Pulpit</i>	
18.3.1	<i>Fixtures, Fittings, Furniture – Pews</i>	
	Make regular checks for any signs of insect and/or beetle activity in this area.	

20.1	<i>Pipe Organ</i>	
	It is recommended that the instrument continues to be tuned regularly and repairs carried out as and when indicated by an experienced and competent organ builder.	
23.1	<i>Heating Installation</i>	
	It is recommended to continue to carry out annual servicing of the heating installation by a competent gas safe registered engineer.	
24.1	<i>Electrical Installation</i>	
	It is recommended that the electrical installation is carried out by a competent, experienced and accredited electrician.	
24.2	<i>Electrical Installation</i>	
	It is recommended to carry out PAT testing annually.	
25.1	<i>Sound System</i>	
	It is recommended to carry out sound system testing annually.	
27.1	<i>Fire Precautions</i>	
	All fire extinguishers should be inspected annually by a competent engineer to ensure they are in good working order with the inspection recorded in the log book and on the individual extinguishers.	
36.1	<i>Monuments, Tombs and Vaults</i>	
	It is recommended that as a routine item of maintenance that a visual check of the headstones are carried out on an annual basis. Any signs of instability and/or damaged headstones are to be reported to Durham County Council.	
39.2	<i>Hardstanding Areas</i>	
	It is recommended that as a routine item of maintenance the concrete drainage channel is cleared on a twice-yearly basis.	

This concludes the Quinquennial Report and Inspection of the Church of St. Philip & St. James, Oak Crescent, Kimblesworth.

A handwritten signature in black ink that reads "M Atkinson." The signature is written in a cursive, slightly slanted style.

MICHAEL ATKINSON RIBA AABC

Michael Atkinson Architecture + Heritage

Clarewood
144 New Ridley Road
Stocksfield
Northumberland
NE43 7EH

A practical path to “net zero carbon” for our churches

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

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

A. Where do we start?

These are actions that nearly all churches can benefit from, even low occupancy churches used only on a Sunday. They are relatively easy, with relatively fast pay back. They are a good place for churches to start, when trying to move towards ‘net zero’.

The building itself:

- A1. Maintain the roof and gutters, to prevent damp entering the building and warm air escaping.
- A2. Fix any broken window panes* and make sure opening windows shut tightly, to reduce heat loss.
- A3. Insulate around heating pipes to direct heat where you want it; this may allow other sources of heat to be reduced in this area.
- A4. If draughts from doors are problematic, draught-proof the gaps* or put up a door-curtain*.
- A5. Consider using rugs/floor-coverings (with breathable backings) and cushions on/around the pews/chairs.

Heating and lighting:

- A6. Switch to 100% renewable electricity, for example through Parish Buying’s energy basket, and “green” gas.
- A7. Match heating settings better to usage, so you only run the heating when necessary*.
- A8. If you have water-filled radiators, try turning-off the heating 15 minutes before the service ends; for most churches this allows the heating system to continue to radiate residual warmth*.
- A9. If you have radiators, add a glycol based “anti-freeze” to your radiator system and review your frost setting.
- A10. Replace lightbulbs with LEDs, where simple replacement is possible.
- A11. Replace floodlights with new LED units.
- A12. If you have internet connection, install a HIVE- or NEST-type heating controller, to better control heating.
- A13. If your current appliances fail, then replace with A+++ appliances.

People and policies:

- A14. Complete the Energy Footprint Tool each year, as part of your Parish Return, & communicate the results.
- A15. Create an Energy Champion who monitors bills and encourages people to turn things off when not needed.
- A16. Write an energy efficiency procurement policy; commit to renewable electricity & A+++ rated appliances.
- A17. Consider moving PCC meetings elsewhere during cold months, rather than running the church heating.

Offset the rest:

- A18. For most low usage “Sunday” churches, once they have taken steps like these, their remaining non-renewable energy use will be very small. For the majority, all they need to do now to be “net zero” is offset the small remaining amount of energy through [Climate Stewards](#) or other reputable schemes.
- A19. Also, think about your church grounds. Is there an area where you could let vegetation or a tree grow?

B. Where do we go next?

These are actions with a reasonably fast pay back for a church with medium energy usage, used a few times a week. Perhaps half of churches should consider them. Most actions cost more than the ones above, and/or require more time and thought. Some require some specialist advice and/or installers. They are often good next steps for those churches with the time and resources to move on further towards ‘net zero’.

The building itself:

- B1. If you have an uninsulated, easy-to-access roof void, consult with your QI about insulating the loft*.
- B2. If you have problematic draughts from your door, and a door curtain wouldn’t work, consult with your QI about installing a glazed door within your porch, or even a draught-lobby*.
- B3. Consider creating one or more smaller (separately heatable) spaces for smaller events.
- B4. Consider fabric wall-hangings or panels, with an air gap behind, as a barrier between people and cold walls.

Heating and lighting:

- B5. Learn how your building heats/cool and the link to comfort, by using data loggers (with good guidance).
- B6. Improve your heating zones and controls, so you only warm the areas you are using.
- B7. Install TRVs on radiators in meeting rooms & offices, to allow you to control them individually.

- B8. Consider under-pew electric heaters and/or infra-red radiant panel heaters*, which keep people warm without trying to heat the whole church space. Radiant panels are especially good for specific spaces like chapels and transepts, which you might want warm when you don't need the whole church to be warm.
- B9. If you have radiators, install a magnetic sediment "sludge" filter to extend the life of the system.
- B10. Consider thermal and/or motion sensors to automatically light the church when visitors come in, for security lights, and for kitchens and WCs.
- B11. Install an energy-saving device such as Savawatt on your fridge or other commercial appliances.
- B12. Get your energy supplier to install a smart meter, to better measure the energy you use.

People and policies:

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

C. Getting to zero

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

The building itself:

- C1. Draught-proof windows*.
- C2. If you have an open tower void, insulate or draught-proof the tower ceiling*.
- C3. Double-glaze or secondary-glaze suitable windows in well-used areas such offices, vestries and halls*.
- C4. Internally insulate walls in well-used areas such offices, vestries and halls*.
- C5. If you have pew platforms, consider insulating under the wooden platform with breathable materials*.
- C6. Reinstate ceilings, and insulate above*.

Heating and lighting:

- C7. Install a new LED lighting system, including all harder-to-reach lights, new fittings & controls.
- C8. Install solar PV, if you have an appropriate roof and use sufficient daytime electricity in the summer.

D. "Only if..."

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

The building itself:

- D1. If you are reroofing anyway, then insulate the roof, if appropriate for your roof*.
- D2. If you have an uninsulated wall with a cavity (typically build 1940 onwards), then insulate the cavity.
- D3. If the building is regularly used & suitable, such as a church hall, consider appropriate external insulation or render, appropriate for the age and nature of the building*.

Heating and lighting:

- D4. If there's no alternative that does not run on fossil-fuels, then replace an old gas boiler or an oil boiler with a new efficient gas boiler.
- D5. If yours is a well-used church which you want to keep warm throughout the week, then consider an air or ground source heat pump. Ground source heat pumps are more expensive and invasive to install than air source heat pumps, but run more efficiently once installed, depending on ground conditions.
- D6. If you are doing a major reordering or lifting the floor anyway, and yours is a very regularly used church, then consider under-floor heating. This can work well in combination with a heat pump (above).

Church grounds:

- D7. If you have car parking that is sufficiently used, EV charging points for electric cars can work out cost neutral or earn a small amount of income for the church. Note, they will *increase* the church's own energy use, but will support the uptake of electric cars. They could be good in combination with solar PV panels.

E. By exception

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

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

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

MAINTENANCE PLAN FOR **CHURCH OF ST. PHILIP & ST. JAMES, OAK CRESCENT, KIMBLESWORTH**

A. OCCASIONAL AND REGULAR TASKS

REF.	BUILDING ELEMENT	MAINTENANCE TASK	WHO WILL DO THE WORK?	HOW OFTEN?	ANNUAL COST (£)	J	F	M	A	M	J	J	A	S	O	N	D
1.1 ROOFS																	
1.1.1	Roof areas generally	Inspect roof areas from the ground and accessible high points. Report any loss or damage to the roof coverings.	Voluntary	i. After stormy weather ii. Annually	n/a			•									
1.1.2	Slate roofs	Inspect for cracked, displaced and broken slates.	Roofing Contractor	Twice a year						•						•	
1.1.3	Ridge tiles	Inspect bedding and jointing between ridge-tiles, arrange contractor to re-bed and re-point if necessary.	Roofing Contractor	Every year						•							
1.1.4	Lead weatherings & flashings	Inspect condition of lead flashings and weatherings. Arrange contractor to make minor repairs (e.g. dress back clips, make good mortar fillets).	Roofing Contractor	Every year						•							
1.2 RAINWATER DISPOSAL																	
1.2.1	Rainwater goods generally	Inspect rainwater goods from the ground and accessible high points and report any loss or damage.	Voluntary	i. During and after stormy weather ii. Annually	n/a			•									
1.2.2	Rainwater goods	Clear rainwater goods of debris and ensure overflows are clear. Rod if necessary. Check that leaf guards are secure.	Roofing Contractor	Twice a year						•							•
1.2.3	Rainwater goods	Inspect rainwater goods for cracks and leaks. Repair or replace any cracked sections.	Roofing Contractor	Twice a year						•							•
1.2.4	Below ground drainage	Open up inspection chambers. Check that all gullies and gratings are free from silt and debris and that water discharges freely to soakaway.	Contractor	Twice a year						•							•
1.3 EXTERNAL WALLS																	
1.3.1	External walls generally	Inspect external walls from the ground and accessible high points and report any damage and signs of movement.	Voluntary	i. After stormy weather ii. Annually	n/a			•									
1.3.2	External walls (high level), copings, & parapets	Remove any vegetation, ivy, etc	Contractor	Annually													•
1.3.3	External walls (low level)	Remove any vegetation, ivy, etc	Voluntary	Annually	n/a												•
1.3.4	Ventilation	Ensure that ventilation grilles, louvres, airbricks are free from obstruction.	Voluntary	Twice a year	n/a			•							•		
1.3.5	Bird Screens	Check that tower, roof and windows are bird-proof before nesting starts. Do not disturb bats as they are protected by law.	Voluntary	Annually	n/a			•									
1.3.6	Windows	Inspect windows and make essential minor repairs to glazing.	Voluntary	Twice a year	n/a					•							•
1.3.7	Leaded light windows	Inspect lead comes, putty, glass, and wire ties and report any problems. Clear condensation drainage channels and holes	Voluntary	Annually	n/a					•							
1.3.8	Doors and windows	Check hinges, bolts and locks and lubricate as necessary. Check the security of locks.	Voluntary	Twice a year	n/a			•							•		
1.3.9	Foliage & large trees close to walls	Check the churchyard trees and report any dead branches and signs of ill health, or root damage to the building or below ground drainage.	Voluntary	Annually	n/a			•									

MAINTENANCE PLAN FOR **CHURCH OF ST. PHILIP & ST. JAMES, OAK CRESCENT, KIMBLESWORTH**

A. OCCASIONAL AND REGULAR TASKS

REF.	BUILDING ELEMENT	MAINTENANCE TASK	WHO WILL DO THE WORK?	HOW OFTEN?	ANNUAL COST (£)	J	F	M	A	M	J	J	A	S	O	N	D
1.4 INTERNAL STRUCTURE																	
1.4.1	Internal spaces generally	Inspect internal spaces, particularly below gutters. Report on any evidence of roof or gutter leaks.	Voluntary	i. After stormy weather ii. Annually	n/a					•							
1.4.2	Internal structure and fabric	Inspect the structure and fabric including roof timbers & bell frames, report on any signs of movement, damp, fungal growth or dry rot.	Voluntary	Annually	n/a					•							
1.4.3	Exposed woodwork	Inspect exposed woodwork and surfaces below for signs of active beetle infestation. Report any beetles or fresh wood dust.	Voluntary	Annually	n/a					•							
1.4.4	floor voids	Check floor voids, inspect for signs of vermin and remove. Avoid using poison when bats are roosting	Voluntary	Annually	n/a									•			
1.4.5	Generally	Ventilate the church	Voluntary	Monthly on dry days	n/a					•	•	•	•	•			
1.5 BUILDING SERVICES																	
1.5.1	Heating system	Service the heating system and update the service schedule.	Heating engineer	Annually						•							
1.5.2	Water	Ensure that all exposed water tanks, water pipes, outside taps & heating pipes are protected against frost	Voluntary	Annually	n/a										•		
1.5.3	Fire-fighting equipment	Service fire extinguishers.	Specialist	Annually										•			
1.6 CHURCH CONTENTS																	
1.6.1	Organ	Tune organ	Specialist	Annually											•		
1.6.2	Induction loop system	Inspect general condition and connections, and report any faults.	Voluntary	i. If fault detected ii. Annually	n/a						•						
1.6.3	Furniture	Clean and polish pews	Voluntary	Every week	n/a	•	•	•	•	•	•	•	•	•	•	•	•
1.6.4	Bells	Check condition of bells, mountings and ropes.	Specialist	Twice a year					•							•	
TOTAL COST																	

B. CYCLICAL TASKS

REF.	BUILDING ELEMENT	MAINTENANCE TASK	WHO WILL DO THE WORK?	HOW OFTEN?	COST (£)	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
2.1 ROOFS															
None															
2.2 RAINWATER DISPOSAL															
2.1.1	Rainwater goods	Repaint	Contractor	Every 7 years					•						
2.3 EXTERNAL WALLS															
2.3.1	Doors	Repaint/stain	Voluntary	Every 7 years	n/a					•					
2.4 INTERNAL STRUCTURE															
None															
2.5 BUILDING SERVICES															
2.5.1	Wiring and electrical installations	Inspect all wiring and electrical installations, including all portable electrical equipment, in accordance with current IEE regs.	Electrical contractor registered with the NIC or ECA	Every 5 years		•					•				
TOTAL COST															

Michael Atkinson

ARCHITECTURE & HERITAGE

QUINQUENNIAL INSPECTION REPORT | EXPLANATORY NOTES

- A.** Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church log book. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.
- B.** Any lighting conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions should be kept with the church log book.
- C.** A proper examination and test should be made of the heating apparatus by a qualified engineer, each summer before the heating season begins.
- D.** A minimum of two water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

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

Summary:

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

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

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

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

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

- F.** Although the Measure requires the church to be inspected every five years, it should be realised that serious trouble may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 to make an annual inspection of the fabric and furnishings of the church, and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting.

- G.** The PCC are reminded that insurance cover should be index-linked, so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate.

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

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